MEETING MINUTES
HLC STEERING COMMITTEE
MISSOURI STATE UNIVERSITY
September 16, 2014

Present
James Baker Keri Franklin
William Cheek Cynthia Hail
Lynn Cline Tamera Jahnke
Ashley Crisafulli Etta Madden
Thomas Dicke Matt Morris
Steve Foucart Don Simpson

The August 26, 2014 minutes were approved with no changes.

Communication Report

Tammy reported to Graduate Council on September 10 where she provided an update of how things are progressing with HLC preparation. She has prepared a power point that others may use for similar presentations. She will also be speaking to Faculty Senate this semester. Suggestions were made to also present this information at Staff Senate, Student Government Association and Assessment Council.

Criterion Draft Reports for Review

Draft reports for Criterion 1 and Criterion 2 are available for review on the HLC website: http://www.missouristate.edu/hlc/preparation.htm

There is an electronic feedback form for these reports at the same location.

The committee reviewed the draft report for Criterion 1. Discussion followed with information provided that will be reviewed and added to the report.

Make sure this speaks to the full mission statement not just public affairs.
IA – Where and how do we include Sheely Farm and the Woodlands and IDEA Commons?
IA1 – Add the new Center for Community Engagement which shows a recent development.
IA1 – Signature events and other events – list the date of the start of each to show evolution of the mission. Need to name the awards. We either need to leave out Missouri Campus Compact or use words to describe it more fully.
IA1 – Last paragraph add “and every academic program as required by Faculty Senate action dated __________”
IA2 – Need to provide enrollment profile to show that it is consistent with the mission. There is data in marketing study and senior survey (Keri?) that support last sentence of first paragraph.
IA2 – Quality Initiative Project (QIP) active – not was
IA2 – Need to includes dates and timelines for everything!
The public affairs mission has been incorporated into general education and every undergraduate degree program at the university in the form of a student learning outcome with measurable goals. Assessment is ongoing and we will need to continue to find fresh ways to incorporate the mission into the curriculum at all levels, as well as all aspects of campus life.

While much progress has been made on diversity, with significant increases in the student body, the University continues to explore opportunities to achieve more diversity in its workforce and to provide more professional development opportunities for everyone on campus.

Accomplishments – The four seem to be resonating as the winners!
Areas of Concern – Put a more positive spin on these!

1. The public affairs mission has been incorporated into general education and every undergraduate degree program at the university in the form of a student learning outcome with measurable goals. Assessment is ongoing and we will need to continue to find fresh ways to incorporate the mission into the curriculum at all levels, as well as all aspects of campus life.

2. While much progress has been made on diversity, with significant increases in the student body, the University continues to explore opportunities to achieve more diversity in its workforce and to provide more professional development opportunities for everyone on campus.

The committee was charged with reviewing Criterion 2 before the next meeting.

Next HLC Steering Committee meeting dates for 2014:

October 21

November 18