

**MEETING MINUTES  
HLC STEERING COMMITTEE  
MISSOURI STATE UNIVERSITY  
November 18, 2014**

**Present**

William Cheek	Rob Hornberger
Lynn Cline	Tamera Jahnke
Ashley Crisafulli	Etta Madden
Rachelle Darabi	Matt Morris
Thomas Dicke	Don Simpson
Keri Franklin	Andrea Weber
Steve Foucart	

Tammy introduced Andrea Weber who joined the committee as a representative from the Division of Student Affairs.

The October 21, 2014 minutes were approved with the addition of a note that electronic and hard copy submissions have been received to update the criterion drafts.

**Communication Update**

Tammy will attend an early 2015 Faculty Senate meeting and will schedule with Staff Senate and SGA in January.

Keri will send the draft reports to Assessment Council to review.

**Review of Criterion Three Draft Report**

Review and discussion with information provided for the Criterion 3 draft report.

Criterion 3

*3A – Include proper evidence for developing destination careers locally including how many students from teacher education are hired locally, JVIC, and Plaster Center for Free Enterprise and Business Development.*

*3A – All programs are accredited by required accreditors but not by all. (not sure how to say this)*

*3A3 – Define what outreach is at MSU (structure, mission, goals, etc.)*

*3B – Include senior seminars and internships.*

*3B1 – Change “new” General Education Program to “revised”.*

*3B2 – Add how many hours of general education out of 125.*

*3B2 – Public affairs assessment plan would be a good addition.*

*3B2 – Include NSSE data and what learned from data related to attitudes.*

*3B3 – Remove faculty information.*

*3B4 – Include the year that 1 credit hour was added to general education.*

*3B5 – Add student publications, IDF, undergraduate research.*

*3C2 – Refer to handbook.*

*3C4 – Support for professional development should also be included.*

*3D1 – Add Veteran Student Services to the Student Affairs Division section.*

*3D3 – Additional suggestions: majors fair, advising notes, master advisory program, academic advisement council.*