

# **HLC CRITERION 3 COMMITTEE MINUTES**

**October 9, 2009**

The HLC Criterion 3 Committee met Friday, October 9, at 9:30 a.m. Those in attendance were Kayla Fessler, Doug Gregory, Peggy Jordan, Catherine Kinyon, Mike Reeves, Susan VanSchuyver, and Anita Williams. Mary Turner was absent.

Doug Gregory and Mike Reeves provided copies of their beginning draft for 3d. Catherine Kinyon and Susan VanSchuyver provided copies of their first draft for 3c. The committee discussed the format for the drafts as well as how to indicate links to evidence. Each core component should have an introductory paragraph followed by bullets concerning the evidence. If the evidence is located on a public site, a link to the site should be included. If the evidence is on Angel, a notation in red and parentheses will be made so that the item can be linked when the electronic resource room is set up. When referring to a document stored on Angel, we will use the file name as our identifier.

A lengthy discussion occurred concerning entry level assessment. Catherine Kinyon is working to get the minutes of the entry level assessment committee posted online. Additional information should be available through board monitoring reports, academic plans and Achieving the Dream documentation.

Kayla will email Millie Tibbits concerning the diversity plan referred to in the 2008 Human Resources Board Report. Statistical data is especially needed on the diversity of faculty.

Anita Williams will email Katie Treadwell and others again concerning service learning. Peggy Jordan will try to determine whether transcripts of WOW participants are available on Datatel.

The committee also recommended that program reviews be posted online for students and the community to view. Catherine will check on this to see if it is possible.

Because of the meeting at Dr. Aquino's home Friday evening, October 23, the committee decided to cancel the Criterion 3 meeting scheduled for that morning. Committee members will post their drafts on the Criterion 3 discussion board where other members will review them and make comments.

The meeting adjourned at 10:40 a.m. The next meeting will be Friday, November 13, in the Business/Finance Conference Room.