

HLC Integrity Committee
November 22, 2011 Meeting Minutes
Approved Dec. 6, 2011

Present: Lori Baker, Kathleen Ashe, Diana Holmes, David Paulson
Absent: Deb Carrow, Jacob Tews

Minutes of the November 8, 2011 meeting were approved with one correction. Student representative Ashlinn Thommes will not be able to attend meetings until Spring 2012. She was removed from the list of Absent members.

1. **Review Gamma version of the Proposed Criteria for Accreditation.** Lori went through the Gamma version and highlighted the additions, deletions and changes from the Beta version of the proposed criteria. We discussed the changes in Criterion Two, now titled Ethical and Responsible Conduct, previously titled Integrity. We agreed that for the most part the changes clarified points in the document, but the change in the wording of Component 2D of Criterion 2, made that item less clear than the previous wording (“academic freedom” is now “freedom of expression” as an example)
2. In reviewing changes in component 2A (now: The institution establishes and follows fair and ethical policies and processes for its governing board, administration, faculty, and staff in its financial, academic, personnel, and auxiliary functions.) it was agreed that the rewriting had clarified the component. Diana will redesign her approach/spreadsheets, developing on for each group named to document policies and processes in the following functional areas: financial, academic, personnel, and auxiliary functions.

Diana will add her documents to the T drive as a “pilot” project until we have the documents in a form that we are ready to share with all the HLC committees.
3. Kathleen discussed the Accountability Dashboard found on the MnSCU website. It may be a useful reference for the committee.
4. Lori discussed the use of D2L in our work and with the idea of a means of sharing and working cooperatively with the HLC Steering Committee and other Criteria Committees.
5. As we reflected on the new wording in the Gamma version we agreed that it would be useful to review the University’s Mission, Vision, and Goals. It will be important to evaluate how the documentation and statements made in response to criteria 2 reflect on the mission, particularly the goals.
6. Spring meeting days and times. We reviewed calendars and agreed that at this time the meeting day and time that works best for those attending today is Wednesdays from 10:30 to 11:30. We will continue to meet every two weeks with the first meeting back In Spring tentatively scheduled for Wednesday, January 11, 2012.at 10:30. Kathleen will send an email to Deb Carrow and Jacob Tews to ask if the proposed Spring schedule works for them. Once the day and time has been determined Kathleen will schedule BA524.

7. Agenda for December 6, 2011, 9:15 a.m., in BA524:
 - a. Review University Mission, Vision, Goals
<http://www.smsu.edu/Administration/President/SMSU%20Mission,%20Vision%20and%20Goals%209.17.08.pdf>
 - b. Update from Diana on Component 2A
 - c. Report from Jacob on work to this point on Component 2B
 - d. Review Spring meeting schedule