

Dec. 6, 2011

Members attending: Frankie, Linda, Sara, Sonya, Betsy, Jan, Carol, Kelly

Members absent: Joe Stremcha, Emily Hannasch

Frankie reported that she had collected data but was having trouble assessing the correct files on the 't' drive. Betsy suggested that she talk with Lori Baker since Lori also uses a Mac and can guide her through the process. Frankie also inquired as to how she could most efficiently collect data regarding the number of faculty who attended MnSCU-sponsored CTL workshops. It was suggested that the group develop a survey, posted on D2L, that will allow all individual faculty to self-report on workshops that they have attended over the last 10 years. Jan did not think that this survey would require IRB approval as it falls outside the criteria. Several members expressed concern that surveys be coordinated with the other criterion groups so faculty will not have survey-overload. Betsy will present this issue at the next HLC meeting (Friday, 12.9.11).

Betsy suggested that each member continue to explore how to collect the evidence needed for each subcomponent of Criterion 4 between now and Spring semester, and note any difficulties or questions that arise as a result.