Higher Learning Commission

 Criterion 1

 Subcommittee Minutes

 November 30, 2012

Members Present: Kim Guenther, Carrie Hansen, Christine Olson, Don Robertson, Brandon Rose,

Doug Simon, Betty Roers

The meeting began with a “Welcome” to Don Robertson and Carrie Hansen, new members of the Criterion 1 Subcommittee. They will be a valuable addition to the committee. Criterion 1 Committee lost several members from last year because they are no longer at SMSU or they were requested by other committees.

The committee welcomed Lori Baker, HLC Steering Chair.

A number of handouts were distributed which included:

 Copies of *The New Criteria for Accreditation* was distributed to new members

List of Criterion One members

 Criterion 1 Table of Contents (a draft for future)

 Data Evidence spreadsheet

 Lori Baker thanked everyone on the committee for agreeing to be a part of the Higher Learning Commission review. Lori explained the HLC process and she reviewed the HLC Timeline. Lori updated the members with the Steering Committee’s focus now and in the future. She mentioned that Spring 13 would be the time for the sub committees to get their information collected and organized. April 1, she would need the Chapter drafts. August 2013 public relations efforts will formalize. The HLC report will be finalized in Spring 2014 and the HLC visit will be Fall 2014 or Spring 2015. We have requested Oct 2014.

It was mentioned that a Survey is currently being formulated to be completed by the various constituents including SMSU staff, students, faculty, administrators, alumni and community members.

It is hoped that the survey will be distributed in February.

*The New Criteria for Accreditation* was reviewed, focusing on the Core Components for Criterion One.

Members were reminded that the information pertaining to Criterion One may overlap with other Criterions.

The Data Evidence spreadsheet was discussed. We asked if members would volunteer for various

Criterion 1 Core Components. We thank the members for agreeing to work on the various components.

The Table of Contents draft for Criterion 1 was distributed and discussed. Doug Simon explained how he felt the Table of Contents would be used to organize the report for Criterion 1.

Time was taken to brainstorm and ask questions.

The meeting was adjourned.