

Minutes for Oct. 2, 2012 Criterion Four meeting

Criterion 4 members present: Albitz, Frankie; Bossuyt, Carol; Desy, Betsy; Fier, Sara; Loft, Jan; Nelson, Linda; Vierstraete, Sonya

Betsy announced that criterion 4 has been relocated on the t-drive to 'HLC_criterion_4'. In addition, Betsy noted that she posted Marcy's "Tips for self-study document preparation" on the criterion 4 page. These tips should be followed as group members begin writing summaries of their data. The group spent the remaining time discussing survey data needs with Mike Rich and his SMAC associates. The discussion primarily focused on questions related to faculty participation in CTL activities (offered previously through MnSCU), on-campus professional development activities, and attendance at national professional meetings in the faculty member's discipline. Additional survey questions were suggested to focus on how faculty incorporated information from these activities into their classes to improve student learning.

The group also discussed what HLC meant by the word "persistence" (4C1-4). It was suggested that Lori Baker contact our new liason and ask his interpretation. Several members suggested that it is possible that HLC wants SMSU to define the term as it applies to our institution, and consequently provide evidence that we are assessing 'persistence' as we define it.

Criterion Four: Teaching and Learning---Evaluation and Improvement Meeting Minutes & Agenda, 2012-2013

Date: Tuesday, Oct. 2, 2012

Time: 3-4pm

Place: SM 169

Agenda:

- Relocation of Criterion 4 on t-drive—folder is renamed 'HLC_criterion_4'.
- Summarizing collected data for criterion 4
 - Review of HLC self-study document preparation tip sheet
- Discussion of topics/questions for faculty-wide survey
 - Mike Rich will be attending as Southwest Marketing Advisory Center will be designing and distributing the survey on behalf of the HLC committee
- other