

HLC Integrity Committee
January 12, 2012 Meeting Minutes
BA524
Approved Jan. 30 2012

Present: Kathleen Ashe, Diana Holmes, Lori Baker, Deb Carrow

Absent: David Paulson, Jacob Tews

Minutes of the December 6th meeting were approved as distributed.

Component 2a. The institution establishes and follows fair and ethical policies and processes for its governing board, administration, faculty,...

We had a brief discussion on how to best categorize and structure the policies information Diana is collecting.

Kathleen forwarded the link to the Library's policies page.

We need to note and link to the internship policies that are being collected by the Criterion 4 committee.

How do we discover the policies departments, offices have that are not posted on the website, for example the Internship policies that many departments have but that are not found on their departmental web pages? If the steering committee is sending a questionnaire to faculty and/or departments and offices we could add this question.

This question also relates to our component 2b which states that the institution presents itself clearly and **completely** The need to add more information/documents to our website, specifically missing policies and procedures is a point to be added to our list of recommendations.

Component 2b. The institution presents itself clearly and completely to its students and to the public with regard to its programs, requirements, costs to students, faculty and staff, *control*, and accreditation relationships.

Jacob was unable to attend today's meeting. Deb agreed to work with him on this item.

In discussing how to document this component we questioned whether some of the surveys that have been done on campus have questions relating to this item. Deb will contact Brittany Krull and Admissions to inquire if they have any documentation through their surveys. Lori will focus on the Senior Survey. We may also want to hold focus group meetings to discuss this point.

We questioned the meaning of "control" in this component. Lori will investigate this when she attends the annual HLC conference in the spring.

Component 2c. The governing board of the institution is sufficiently autonomous to make decisions in the best interest of the institution ...

Kathleen distributed the information she has collected so far documenting our status on this point. She will send information to Diana regarding related policies/procedures to be added to the spreadsheet she is developing.

Next meeting, Monday, January 30th, 2:00 p.m. in room BA524.

On the agenda:

Component 2d. The institution is committed to freedom of expression and the pursuit of truth in teaching and learning.

David is out this month due to emergency medical issues. Lori volunteered to move 2e up for discussion at our next meeting ahead of 2d in order to give David more time.

We will continue to review our progress on components 2a, 2b, 2c.