

HLC IV meeting minutes

3/21/2018

Present: Jessica L., Randy W., Colleen G., Kate L., Nancy H., Misty W. (via phone).

Minutes of 2/28 reviewed and accepted

Report on progress from subgroups

Liberal Education Sub-Committee (Kate and Colleen)

1. Plan to demonstrating to HLC how we are closing the loop (even if it is faculty person by faculty person making changes) to show how liberal education courses have been modified based on the data.
  - a. Department self-studies do exist, would they speak to the liberal education requirements, unsure at this time.
  - b. Start with departments who do not have a major (e.g. Speech Communication, Physics, Philosophy, Geology)**
  - c. Look at Gateway courses and the Gateway completion program. Gardner Institute courses
    - i. Geography (Jill Stackhouse)
    - ii. Biology (revamped labs)
    - iii. History
    - iv. Accounting
  - d. Goal Area 10 may also be a place to look, but significant changes have occurred in the past several years
  - e. Get statements from Debbie Guelda, Elizabeth Rave, Jill Stackhouse regarding changes they have made to see the difference. Examples from Psychology.
2. Collaborating with Season and the Liberal Education Committee
  - a. Season is going to draft the Memo, will send before the rubrics get sent out, will follow-up with paper copies
  - b. Short survey to faculty who teach in the liberal education 1, 3-10 (2 is CCSTC)
  - c. Season is developing a survey. She would like it to come out of this sub-group and Lib Ed.
    - i. Have you taken the data from the survey and used it to adjust your courses
    - ii. Give some examples of what this means (1 or 2)
    - iii. Will be sent via Qualtrics and paper (before rubrics are also sent out to liberal education faculty)
  - d. Liberal education committee asked who was going to do the analysis of the data collected (either lib ed committee or HLC Crit 4 sub-committee).

Undergrad Programs (Nancy, Misty, and Sue)

1. Nancy and Misty will meet Friday to discuss next steps for Undergrad Programs
2. May have lots of information within Taskstream
  - a. Outcomes are reported on there

- b. Programs reporting from 2015 (how are you closing the loop using assessment data to make program improvements)
  - c. Yearly action plans (May have: assessment actions instead of program improvement actions. Departments may be changing methodology instead of making changes to delivery)
3. 2014 Summary of Action Taken PDF (file originated from Taskstream)—linked in our evidence table
  4. Assessment Academy Report (Patrick wrote about everything up to 2015)
    - a. Review HLC Response under #5 for a strong example
    - b. OneDrive > HLC from Randy > HLC Response (report written by Patrick, an update to 2015)

Co-Curriculars (Kierstin and Jessica)

1. Kierstin will have an updated report to Nancy by Friday, March 23<sup>rd</sup>.

Update timeline: Next meeting will be 4/16. Plan for all subgroups to have bullets or outline ready re: their 4B components. Nancy and Colleen will look at 4A in advance of that meeting and report progress.