

HLC Criterion IV committee

Minutes

Present: Dean Ritter, Randy Westhoff, Colleen Greer, Kierstin Hoven, Kate Larson, Jessica LeTexier

9/5/18

1-2 PM, Bensen 109C

Review of minutes 4/25 [HLC IV minutes 4 25 18](#)

- No major changes to the minutes
- Confirmed by consensus

Welcome new member- Dean Ritter

- Extensive experience with HLC committee work, review of materials, 4ABC knowledge

Renew commitment of minute taker and back up (and thank you!)

- Reestablished commitment from both Drs. LeTexier and Larson

Review tools- One Drive, evidence table with links

- Randy and Colleen have had some back and fourth
- Update of evidence table with links within OneDrive
- Note to look at resources on the Academic Affairs website
- Outdated Assessment Plan that includes both Academic and Student Affairs (Randy will distribute)
- Peer reviewers will be looking at websites and those need to be updated/edited, Rachel Munson might be a point of contact
- Liberal Education documents, Spring 2014 Survey of Faculty of Liberal Education (Deb Peterson)
- Colleen and Season met last week to discuss Liberal Education (the Gateway courses) and the rubrics, the result was to convey a meeting with Colleen, Randy, Doug, Deb, and Season to decide what data is needed and specific reports to run
- History: The Assessment plan was developed, rubrics were established and distributed for several years (so data has been collected), next step is closing the loop and we need faculty help
- How do other Minnesota State schools close the loop?

Update drafting of 4A and 4B

- Randy reviewed 4A
- Colleen shared the 4B Draft, does the Assessment committee have a plan of action (map) for 2018-2019 (Randy will complete this section)
- Graduate Programs/Education, assess quality of writing within courses, Biology regularly assesses program – Colleen will consult with George. Graduate program assessment was flagged last time.
- Review both 4A and 4B drafts before our next meeting
- Co-Curricular status, Jesse and Michelle need to work on this section

Nancy to work on draft of 4C

- Watch for 4C draft to review when available

Sue Rickers' committee participation

- Nancy and Colleen will work to help her stay connected

Next Meeting date will be September 19th

