

HLC CRITERION 3 COMMITTEE MINUTES

February 12, 2010

The HLC Criterion 3 Committee met Friday, February 12, 2010, at 10:00 a.m. Those in attendance were Kayla Fessler, Doug Gregory, Catherine Kinyon, Mike Reeves, Susan VanSchuyver, and Anita Williams. Peggy Jordan and Mary Turner were absent.

The meeting was called to discuss Jane Carney's first draft of the Criterion 3 section of the HLC Self Study and how we should proceed. The committee decided the following:

- Each team will provide responses for their section of the report. Those responses will be posted on Angel under the Criterion 3 discussion board by Monday, March 22. Member should post what they have even if it is incomplete at that time. All of the committee members will review all of the sections and provide input.
- The goal of the committee is to have our final responses ready to submit to Jane Carney by March 1.
- Our responses should be typed into the draft Jane sent us in a color of our own choosing.

The remaining meeting time was spent reviewing Jane's comments and requests for information. Members provided input concerning the evidence needed as well as where it may be obtained. Much of the evidence is on the Angel site and should just require a summary or chart.

Kayla asked everyone to carefully review the email from Jane Carney as well as the guide, "Writing Statements for the Self-Study" provided by Jane.

The meeting adjourned at 11:50 a.m.