

**MEETING MINUTES  
HLC STEERING COMMITTEE  
MISSOURI STATE UNIVERSITY  
January 27, 2015**

**Present**

William Cheek	Cynthia Hail
Lynn Cline	Rob Hornberger
Ashley Crisafulli	Tamera Jahnke
Rachelle Darabi	Etta Madden
Thomas Dicke	Elizabeth Rozell
Caleb Doyle	Andrea Weber
Keri Franklin	Colette Witkowski

The December 2, 2014 minutes were approved with no changes.

**Communication Update**

Throughout the month of January, Tammy has shared HLC progress updates with Administrative Council, Faculty Senate, and Academic Leadership Council. The report to Administrative Council is attached and the report to Faculty Senate may be found at:

[http://www.missouristate.edu/assets/hlc/Summary\\_of\\_HLC\\_Progress\\_Jan2015\\_Faculty\\_Senate.pdf](http://www.missouristate.edu/assets/hlc/Summary_of_HLC_Progress_Jan2015_Faculty_Senate.pdf)

Tammy will be providing updates to Board of Governors in February, BOG retreat in March, Staff Senate on March 5 and will schedule with Student Government Association.

**Timeline Report**

In early January, Tammy Jahnke, Keri Franklin, Rob Hornberger and Don Simpson met with Paul Kincaid to review all of the comments for the criterion draft reports. Paul is working on the next drafts which will be put into the assurance system.

The steering committee will begin reading and reviewing the assurance argument with attached evidence in late February/March/April. Each committee member must devote 5-7 hours in each of two different weeks in this time period to review specific sections. Please look at your calendars and send Sherry four different weeks in priority order by February 9, 2015.

For example –

Priority 1 – Week of March 23

Priority 2 – Week of March 16

Priority 3 – Week of April 13

Priority 4 – Week of April 27

## **Strengths/Areas of Concern and Visioning alignment**

Review and discussion with information provided for matching draft report strengths and areas of concern with visioning.

### Criterion 1

*Update Areas of Concern to read:*

- 1. The University will continue to find fresh ways in which to incorporate the mission into the curriculum at all levels, as well as all aspects of campus life.*
- 2. A recently complete climate study that involved the campus and our community will lead to new specific goals in the next strategic plan.*

### Criterion 2

*Update Areas of Concern to read:*

- 1. Given the importance of cost to its students, Missouri State will continue to find the clearest ways in which to list the price of education.*
- 2. The University remains diligent in its goal of increasing ethical conduct in all forms of scholarly activity.*
- 3. Building on its current policies and practices, the University will address honesty and integrity with online courses.*

### Criterion 3

*Update Areas of Concern to read:*

- 1. Differentiate between graduate and undergraduate learning outcomes.*
- 2. Adequately review and provide resources for per course faculty.*
- 3. Increase the number of students who participate in high impact experiences such as service-learning, student away, and internships.*