

**MEETING MINUTES  
HLC STEERING COMMITTEE  
MISSOURI STATE UNIVERSITY  
December 2, 2014**

**Present**

William Cheek	Tamera Jahnke
Lynn Cline	Etta Madden
Ken Coopwood	Matt Morris
Steve Foucart	Elizabeth Rozell
Cynthia Hail	Don Simpson
Rob Hornberger	

The November 18, 2014 minutes were approved with no changes.

**Evidence File**

Please continue to review the evidence file and provide feedback on the electronic form.

**Review of Criterion Five Draft Report**

Review and discussion with information provided for the Criterion 5 draft report.

Criterion 5

*5A – Consider shortening to one paragraph.*

*5A – Delete the word “user-friendly” for web-based information on student fees.*

*5A – Steve Foucart will provide additional information for funding policy and provision of funds to improve the quality of education.*

*5A1 – Should all locations be included?*

*5A1 – Include more about online courses.*

*5A1 – Matt Morris is researching salary data and will provide updates.*

*5A2 – Along with increases to University funding is the potential for budget reductions.*

*5A4 – Reference external training for staff development along with examples.*

*5A4 – Include travel for professional development and examples.*

*5A4 – There is training within the Colleges as well.*

*5A5 – Tracking and monitoring is also aided by Argos reports.*

*5B3 – Suggestion to expand this paragraph and include sustainability efforts along with examples of student input.*

*5C3 – Spell out JVIC, JQH. Include Occupational Therapy, Pharmacy, Engineering.*

*5C5 – Should include something about Outreach. Discuss organizational planning to stay current in online education.*

*5D1 – Add sentence about how KPIs are determined or developed.*

*5D2 – Provide an example of how MSU has applied learning to improve institutional effectiveness.*

Additional electronic and hard copy submissions have been received to update the criterion drafts.