

HLC Leadership Team Meeting
February 26, 2018
8:30 – 10:00 a.m.
Agenda

1. Criterion Drafts Shared with Campus Community – Timing - Method
2. Update on Evidence Document Repository
 - a. URL Links in Criterion Drafts – Creating pdf documents– C3
 - b. Specific Pages/Sections of UPM or other Policy Manuals – C2
 - c. Follow-up on Evidence Documents from Others – C5, C3
 - d. Making Evidence Documents as Stipulated in Assurance Argument – C5
 - e. Transitioning files to PDF and send to Jo
 - f. Files sent to Jo that are in the make an evidence document list, but are not linked in Assurance Argument – C5
3. Federal Compliance – Update to new form for Federal Compliance Filing by Institutions (new form is effective as of September 1, 2018)
 - a. Sent Thad the updated form electronically, need to copy from form previously completed and see if there are any changes that need to be addressed.
 - i. Follow-up on Evidence for Federal Compliance – Appendix W addresses Accreditation Files – We need to follow-up with the Deans to ensure that we have all of these most up to date documents. The requirement states: Provide the most recent comprehensive evaluation report and action letter from each institutional or specialized accrediting agency as well as any interim monitoring prepared for that agency.
 - ii. We need to follow up with School of Business on their formal action letter – I’ve asked Dean Bashaw to provide this letter and so far I’ve received email confirmation and a “page from a magazine”, how can we follow up to ensure that we have the AACSB action letter which we can expect to receive formally?
 - iii. We need the most current version of the CAEP report that Joan Brewer will submit in March. I have asked her for the document, and will report out when I receive it.
 - iv. The website (Academic Affairs) Accreditations and Agencies needs updating before I can make an evidence document. Currently, it reflects accreditation for Early Childhood for the CECE. This accreditation was rescinded in July.
 - v. Appendix W – We need to follow-up with the Deans to ensure that we have all of these most up to date documents. We also need to confirm whether or not we are expecting to receive any “new” documents, or updates between now and the end of the spring term in May.
 - b. Federal Compliance Appendix A – We will need to update what we have previously done to reflect 3 separate charts, 1 for standard terms (doesn’t change from what we have). Two new charts, one reflecting the summer term for 2018 (as we did for

summer 2017, but need to replace with 2018). In addition, a third chart reflecting the compressed timelines for the Academic Partnership Courses that are scheduled to begin in July.

- c. Federal Compliance still missing the Degree Hourly Requirements (Appendix A) for all Courses separated by UG, GR, and PhD.
4. Open Discussion
 5. Next meeting: Monday March 26, 8:30 a.m. – President's Conference Room