MINUTES
HLC3 Meeting
20/10/15
4:00pm
MCD 387

Present: Margaret Doell, Beth Apodaca Ruybal, Beth Bonnstetter, Ken Marquez, Liz Thomas, Rosanna Ensley Backen, Geoff Johnson (will replace Rosanna for the remainder of the semester).
Absent: Ed Crowther, Jenna Neilsen, Mark Pittman, Michelle Romero

1. Questionnaires (Academic Departments & Non-Academic) - Margaret gave an overview of the academic and non-academic questionnaires and asked committee members to be proactive in their respective areas in regards to ensuring that the questionnaires are completed as comprehensively as possible.

2. Draft Narratives – The draft narratives for 3A 7 3B are available for review by committee members. Please review and add comments where there are questions or added items that should be addressed.

3. ‘Great Stories’ – Provides an overall theme that can run throughout the narrative for each of the sub-components. The Steering Committee was in favor of including examples. Committee members were asked to think of great stories related to each of the following sub-components. These could take the form of existing new stories or be new stories that can be highlighted.
   a. 3A – Quality & Appropriateness of Degree Programs
   b. 3B – Acquisition Application & integration of broad learning (Gen Ed) are integral to educational programs
   c. 3C – Has the faculty & staff needed for effective, high quality programs & student services
   d. 3D – Support for Learning & effective Teaching
   e. 3E – Enriched educational Environment

4. Tentative Campus meeting on HLC – March 2 @ 3pm

5. Evidence Documents – Margaret summarized the many items that have been entered into the Brainstorm sheet but for which we do not have actual evidence (documents, etc) yet. She asked committee members to look at the list, their assigned areas and if they have access to any supporting documents to add them to the relevant evidence folder in Google Drive.

6. HLC# - Sub-committees – the larger committee was broken into smaller groups to focus on the evidence an narratives for each sub-component. These smaller groups will meet with Margaret on the following days. The remaining committee members should continue to add evidence to the relevant folders.
   a. 3A – Beth B., Jenna, Ed, Beth AR, Liz (2/24)
   b. 3B – Beth B, Michelle, Ed (3/31)
   c. 3C – Beth AR (4/14)
d. 3C6 & 3E – Ken, Debbie (4/28)

e. 3D – Ken, Mark, Michelle, Debbie, Rosanna (5/12)

f. (No Meeting 3/17)

7. Unanswered questions?
   a. Do we have goals for AA/AS and Certificates? ES?
   b. Do we regularly evaluate goals & curriculum to make sure it aligns to ASU mission & SP? Should we?
   c. Do we assess whether courses match IS and still meet Gen Ed goals? Major courses?
   d. Should we have a process to evaluate adjuncts in addition to course evals?
   e. Have we/Should we do a survey regarding SSS needs? Use?

Margaret posed these unanswered questions. There was significant discussion round General Education and the direction GECC should/could go with assessment, review of goals, etc. No conclusions were reached.

8. Would developing the following add to ASU’s ability to meet the expectations of any of the Criteria?
   
   a. Comprehensive NSO?
   b. True Living – Learning Communities?
   c. True service learning internships?

These ideas were put forth in the brainstorm document. The Committee agreed that we do not currently have a fully developed iteration of any of these efforts, although we have them to various degrees within existing programs. The committee was uncertain whether any new initiatives should or could be recommended by the HLC 3 committee.

Meeting adjourned @ 5pm.