**HLC Self-Study Steering Committee Meeting**

**January 31, 2012**

**12:30 – 2:00 p.m.**

**Student Union – Cache River Room**

Present: Lynita Cooksey, Julie Isaacson, Osa Amienyi, Beverly Gilbert, Russ Hannah, Nancy Hendricks, Kathryn Jones, Deborah Owens, Andy Novobilski, Jim Washam, Lonnie Williams, Mark Young, Chris Collins

Absent: Kevin Linker, Cherisse Jones-Branch, Randy Martin, Sarah Peoples

Dr. Cooksey called the meeting to order at 12:30 p.m.

Introduced the New Criteria – Gamma Version – to be approved in February – changes will hopefully only be editorial.

We are under the new criteria

Old #5 criteria doesn’t exist on the new criteria

Old #1 is split between new criteria 1 & 2

Old #4 in 3b

Need to have a draft of the HLC Self-Study Report to put things where they go and send to subcommittees to match the old and new criteria.

New Federal Guidelines – turn over to various officers and units – Academic Admissions & Policies office to look this over; Shared Governance committees to look at this – is this okay with the HLC Committee?

Brief history of ASU – Nancy Hendricks

Master Plan Group on Campus

Goals & Action Steps of Strategic Plan – should complete this week.

Website is a concern for us right now.

There will be a plaque placed outside the deans and chairs offices and various areas around campus with the Mission Statement on them. “Arkansas State educates leaders, enhances intellectual growth and enriches lives.”

The new Chancellor can determine if he wants to delay the HLC visit due to all the administrative position changes.

The team will look at all the online courses developed outside Academic Partnerships.

February 25-27, 2013 is the date for the HLC visit.

Dr. Cooksey indicated that there are new assessment guidelines.

The team will look closely at Shared Governance, distance learning and international programming.

Dr. Cooksey discussed the HLC Annual Conference which will be March 30-April 3, 2012.

1. Attendance at conference
2. AAR will pay for registration
3. Administrators will pay their own travel

Lynita Cooksey

Julie Isaacson

Chris Collins

Kathryn Jones

Deborah Owens

Beverly Gilbert

The above have indicated that they will be attending. Everyone else needs to contact Chris to indicate if they will be attending.

Louella Moore is on subcommittee 1 and she is leaving ASU so need to find out if Jeff Bailey wants someone else on the subcommittee with him.

It was suggested that we may need to reform the committees due to the new criteria.

Dr. Cooksey will draft a letter to everyone and the subcommittee chairs and break down some of the information on the new criteria.

We need a working draft of the self-study report by the end of the spring semester.

Have people look at the draft during the summer.

Send out the report in the fall.

There was a suggestion that we have a Retreat Day where we can have break-out sessions to look over the information.

Meeting adjourned at 1:35 p.m.

Submitted by:

Chris Collins

Assistant to AVC for Academic Services