

Higher Learning Commission Monitoring Report Steering Committee

Thursday, April 15, 2009

2:00 P.M., G-202

Present: Tim Daugherty, Co-Chair; Deborah Payne, Co-Chair; Valerie Barko, Sheryl Bleyer, Terry Crain, Shayne Crawshaw, Kim Dixon, Keith Kendrick, Perry Knop, Keith Krapf, Gayle Pesavento, Anita Petersen, John Profflet, Eric Pulley, Julia Schroeder

Absent: Phil Minnis

Tim Daugherty reviewed what the committee has already accomplished: survey has been completed and the board of trustees has attended a required workshop.

Tim asked Valerie Barko to present her report on the survey data. A copy of the report, Materials and Methods, was given to each member. Valerie thanked Eric Pulley for providing the raw data from the 2005 and 2009 surveys. She then gave a brief presentation about the statistical analysis she prepared for the surveys. The results showed significant changes for all three of the follow-up questions, with employees responding more favorably in the 2009 survey. There is now documentation/proof to put in the written report. The committee thanked Valerie for her good work. This report will be posted on the accreditation web site for all to view.

What's the next step? To satisfy part of the HLC requirements, the question, "what is the relationship between the administration and board of trustees," needs to be addressed. There was discussion about how to go about addressing this question.

It was decided that questions will be given to the board of trustees to answer prior to a board meeting and their responses will be documented. Written responses from the board members will be encouraged. The questions will be given to the board of trustees members in advance of meeting with them. It was suggested that the PowerPoint presentation that was shown at the fall faculty meeting be shown to the board of trustees. (This PowerPoint is now on the accreditation web site.) The idea is to get general feedback from the board of trustees. Questions should be of the nature that are self assessing for the board of trustees and the administration. Committee members were asked to e-mail Tim or Sonnie pertinent question(s). Draft questions will be shared with the committee.

Tim will ask the board of trustees at the next meeting (April 30) about doing this and for a date it can take place. A sub-committee composed of Tim Daugherty, Julia Schroeder, Phil Minnis, Deborah Payne, and Valerie Barko, will review and choose approximately five appropriate questions from those submitted and present them to the board of trustees.

What is next after meeting with the board of trustees? Writing the final report.

The sub-committee will begin writing a draft report during the summer months and have it ready for the committee's review/input at the next meeting (tentatively set for September 9). The report will restate the issue(s) and list the things done as well as the documentation. It will be positive in nature because of the survey outcome. The report must be completed by November. All committee members present were in agreement with the proposed procedures to develop the draft report.

The meeting adjourned at 2:45 p.m. The next meeting has tentatively been set for 2 p.m. Wednesday, September 9, 2009, in room G-202.