

HLC Criterion Three Committee

Minutes of the September 13, 2004 meeting

PRESENT: Steve Friedman, Eugene Grigsby, Anne Hamilton, Gary Harms, Deb Heiber, Linda Hurstad, Mark Lencho, Linda Long, Barbara Monfils, A.J. Paul, Larry Schuetz, and John Stone

Barbara Monfils, the committee chair, called the meeting to order at 1:05 p.m.

Barbara asked each member to introduce him/herself and indicate the office in which he/she works.

Barbara introduced John Stone, Campus Coordinator of the Self-Study Process, to give the charge to the Committee. For this upcoming self-study there is a new set of criteria and core components. John gave each member a handout listing these. He indicated there are 5 criteria and according to HLC, these are intertwined. John views criterion three as being one of the most important ones.

He stated that UW-Whitewater will submit the self-study in January 2006 followed by a visit from the HLC in March 2006.

John encouraged the Committee to review the goals of the 2004-06 UW-Whitewater Self-Study Process, one of the handouts the Committee received. He especially stressed goal #1, "to evaluate the extent to which the University's recently identified 'Core Values' permeate its policies, procedures, decision-making and operational activities" and goal #3, "to identify current and pending challenges that face the University, and initiate organizational mechanisms to address these challenges." For goal #1 he said the Committee should ask how the values, mission, objectives, and goals drive programs and program changes and how are we satisfying them. For goal #3 the Committee needs to identify authentically the challenges – that we are mission grounded and have an honest process.

John discussed the tentative table of contents and the tentative project timeline. In September 2005, each Committee needs to submit two documents – 1) one that addresses the issues in the provided template as to how the institution addresses the criterion, its strengths and weaknesses. (this will go on the HLC web site) and 2) a draft of Chapter 4 for the Report of a Self-Study. John will try to get a draft of a chapter from another institution for the Committee. The Committee will be able find the last self-study and the HLC's response to it on the web.

John will have a list of the Committee members for each criterion to distribute at the next meeting.

Barbara introduced the new set of 3.1 Criteria and the chairperson for each criterion. They are as follows:

Criterion #1	Mission and Integrity	James Bronson, chair
Criterion #2	Preparing for the Future	Randy Marnocha, chair
Criterion #3	Student Learning & Effective Teaching	Barbara Monfils, chair
Criterion #4	Acquisition, Discovery, & Application of Knowledge	Howard Ross, chair
Criterion #5	Engagement & Service	Ron Buchholz, chair

John indicated he tried to have good faculty representation on the subcommittees.

Barbara mentioned that there are four core components for Criterion #3 that the group must address. They are:

- Core Component 3A: The organization's goals for student learning outcomes are clearly stated for each educational program and make effective assessments possible
- Core Component 3B: The organization values and supports effective teaching.
- Core Component 3C: The organization creates effective learning environments.
- Core Component 3D: The organization's learning resources support student learning and effective teaching.

The Committee needs to provide examples as evidence to meet these core components. Barbara indicated that assessment is infused throughout the set of criteria data.

The handout on core values, mission statement, objectives, and goals was discussed. Barbara said the process to define the core values and mission began approximately two years ago by the Strategic Planning and Budget Committee. The Committee identified 5 core values: 1) commitment to the pursuit of knowledge and understanding, 2) development of the individual, 3) personal and professional integrity, 4) commitment to serve, and 5) commitment to develop a sense of community, respect for diversity, and global perspectives. SPBC also reviewed UW-Whitewater's mission statement to determine how the core values were reflected in it. Based on this review, the mission statement was revised and then the goals were determined. At the last Board of Regents meeting, the mission statement was reviewed. Board approval for changing the mission statement will be sought this semester.

This group will operate within the new mission statement. There will be 4 subcommittees. Most meetings will then be with the subcommittees rather than the entire committee.

Barbara expressed her sincere appreciation to all the members for their willingness to serve on this committee and their commitment to this process.

The meeting was adjourned at 1:45 p.m.

Next meeting: Monday, September 27, 2004 at 1:00 pm in Hyer 142.

Respectfully submitted,
Leslie Meyer