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**Members in Attendance**


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- Barbara Barnett
- Ann Cudd
- Diane Goddard
- Sara Rosen
- Rodolfo Torres
- Susan Twombly
- Ben Wolfe
- Abby Coffin
- Sandra Hannon
- Paul Klute
- Barbara Russell
- Deb Teeter

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**Topics Discussed**


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- Susan started the meeting with a welcome and introductions. A list of committee members and their roles was provided.
- Sara mentioned that KU is in the midst of big changes. It is interesting to see where we are going. She explained the importance of our accreditation. The University must be accredited to be eligible for Title IV funding. The Higher Learning Commission, our accrediting agency, is undergoing changes right now. HLC just passed new criteria in the winter of 2012. We are in the last year of the current self-study approach but will be using the new criteria. There is not a criterion devoted to research so we will need to weave that in throughout. HLC wants to assure that our guiding values are mission centric, we are focused on improvement, student learning, management of resources, and integrity. The criterion was passed out. Sara mentioned Susan's qualifications and experience with HLC.
- Susan gave a more in-depth view of the self-study process
  - The self-study process
    - A major portion of the work will be finding the evidence that we meet the criteria
    - 12-15 reviewed will come on campus to confirm that what we say in the document is true
    - There are five criteria. The new criteria are a reaction to the Spellings Report. It emphasizes transparency.
    - The self-study need to be inclusive. It should cover changes in the institution since the last accreditation. It should also provide an overview of the institution. We will need to write a 200 page document, which is significantly shorter than our last self-study report.
    - In order to meet a criterion, all core components must be met. We need to provide clear evidence that we meet all of the criteria in the report. The report must also address each sub-component. There is a fine balance between bragging or being too self-congratulatory and being too self-critical.
    - Arizona State University is the first institution to use the new criterion. Their self-study report is available to read on our accreditation website.
    - If there is an area where we aren't meeting the criterion, it is important to show our plan and what actions we are taking to rectify the issue.
    - If a criterion is met with concern, the review team could provide advice or a monitoring report could be required.
    - There will now be an assurance review after four years.
    - There is also a federal compliance piece
    - Andy Lootens-White is our HLC liaison.
  - The role of the steering committee
    - Vet the work of the subcommittees
    - Meet periodically to check in
    - Help deal with known issues, such as post-tenure review pushback, 3<sup>rd</sup> party complaints, and assessment of the major
  - The role of the subcommittees
    - Evaluate how KU is doing
    - Find existing evidence
    - Collect evidence through focus groups and other methods as necessary
    - Staff will be gathering evidence that exists this summer and will be able to help the subcommittee if it is decided more evidence is needed

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- The subcommittee is not expected to write the narrative (Gavin will polish the final document)
  - A timeline of the work
    - Submit the report in December 2014
    - We will need to invite the public to submit comments and complaints
    - Site visit in February 2015
  - Susan passed out a preliminary list of subcommittee members for review and comment

**Future Meetings (Date/Time/Location):**

- July 2, 2013, 9:00-11:00 a.m., Provost's Conference Room