

HLC Steering Committee Meeting

Tuesday, January 20, 2015 3:00 – 4:30 PM Room BR CC128

Minutes

Members:

Michel Hillman	Fran Padow	Jon Burke	Joe Seabrooks
Doug Fishel	Michael Banks	Joseph Roche	RossAnn Dowling
Mindy McCallum	Patricia Amick	Cynthia Proctor	Anita Leverich
Chris Kelly	Mickey McCloud	Kristy Bishop	Leo Hirner
Kristy Edmondson	DeAnna Skedel	Cheryl Carpenter	Carol Winters
Karen Moore	RossAnn Dowling	Temeca White	Quentin Ochieng
Tristan Londre	Crystal Johnson		

Absent:

Anita Leverich	Chris Kelly	Joseph Roche	Patricia Amick
Beverly Jennings	Kim Glackin	Melissa Marr	Randy Leighton

Welcome

Michel Hillman introduced himself to the group as Interim Vice Chancellor of Academic Affairs. His focus will be on HLC, Developing a Strategic Plan and the oversight of the FOCUS Grant. He is working to have the three key areas drawn by one vision which is based on data; not driven by a budget. HLC re-accreditation has a deadline that is looming. A member asked where reaccreditation stood on a scale of 1-10. Dr. Hillman responded that the problem areas will be addressed by October and he feels confident in our re-accreditation. Another member stated that there was little doubt by the committee that we would be re-accredited but the work of the committees brought to light some gaps. A member stated that usually the best action is to acknowledge the gap and present a plan to address it. The HLC commission knows ten years is too long in-between visits and this prompted changes to their process was a statement by another member.

Portal Review

Kristy Bishop reviewed the narratives that have been submitted and edited in the portal. Conversation amongst the group involved:

- Board membership is different since the Board approval of our mission. Perhaps there should be a re-affirmation.
- There will be a presentation on the HLC process and preparation to the Board. There was a meeting in roughly 2010 to brainstorm whether the mission was still relevant.
- Several members offered to send Student Recruitment brochures which provide assurance details.
- Another member would like to send the Affirmative Action Plan
- Members thought scholarships were an excellent way that we service our community such as the Malcolm Wilson scholarship
- A District Diversity and Inclusion Council should be formed. There is evidence of campus diversity programs that are available. A comment was made that students tend to not join district groups. Another member suggested that students do not know what district groups are even available.
- Many members offered to send campus Martin Luther King celebration information for assurance background.
- It was again mentioned that the lack of a district-wide diversity council was a gap recognized by the Criterion 1 Diversity committee. Another member of that group agreed that it was an issue. All recognized this issue would not be resolved at this time.

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- Evidence for Criterion 3 Co-curricular activities was requested. Dr. Curls Civil Rights Pilgrimage was suggested as possible evidence.
- The group would like a hard copy of the report in its current form. It was agreed to distribute prior to the February 17th meeting.
- One member expressed a concern about dual credit instructors until they learned of MCC joining NACEP. This member also felt that assessment is needed for co-curricular activities.

HLC Campus Visit Overview

Fran Padow and Leo Hirner informed the group what to expect during an HLC Campus Visit.

- The HLC Evaluators will have three to five focus areas once they arrive. These will be based on concerns or best practices.
- It was requested that we bring a list of possible focus areas to our next meeting.
- In the past there were a series of meetings. The new format is to have several open forums with a marketing strategy to drive attendance internally and externally.
- HLC will administer a survey to our students prior to their visit. Our district research and assessment office will facilitate.
- Penn Valley Conference Rooms 502 and 503 have already been reserved. A member suggested the Presidents Conference could be used if needed.
- It was suggested a Campus Liaison newsletter should be dedicated to this topic. Another member also requested additional Campus Liaison trainings on this topic.
- Many felt the Fall Campus In-Service events were a great way to communicate the upcoming visit.

MCC Summer Symposium

Please Save the Date for the MCC Summer Symposium. It will be July 17, 2015 in PV Education Center 0019 from 8:30 a.m. to noon.

It was agreed by the committee that monthly meetings are still valuable. The criterion co-chairs will be receiving meeting notifications to view their work and help identify evidence that is still needed.

The meeting was adjourned at 4:55 p.m.