

HLC Steering Committee Meeting

Tuesday, August 16, 2016 3:00 – 4:30 PM Room AC 105A

Minutes

Attendees:

Crystal Johnson	Mindy McCallum	Joe Roche	Fran Padow
Karen Moore	Kristy Edmondson	Mary Thiel	Tim Engle
Tristan Londre	Kathrine Swanson	Cheryl Carpenter	RossAnn Downing
Carol Winters	Michael Banks		

Welcome Carlos Penaloza

Carlos Penaloza introduced himself to the group. He noted that poor attendance is understandable in August. A plan to re-structure the group should be expected in the future with a focus on filling gaps in membership. He has two goals; 1) interim reports due in June 2017 and 2) the accreditation visit in August 2019.

To be candid, Carlos was well aware of the challenges he was facing joining MCC. He acknowledged that Mike did a wonderful job with governance groups and he will take this work to the next level. Carlos is a true believer in the governance process at institutions. One of the largest undertakings is the development of a strategic plan. HLC wants a systematic strategic plan with every facet of MCC nested within it. Informative messages will be sent to MCC Everyone updating progress.

HLC has made changes regarding faculty credentials to be compliant. Tom Wheeler presented last month initial work on a minimum qualification database. This database needs further discussion with faculty. Once faculty makes their recommendations, the office of Academic Affairs will review and finalize. His office is accountable for faculty credentials and meeting accreditation standards. Some current faculty may need an action plan moving forward.

One member stated that the institution and HR did a lot of work making progress with credentials. HLC stated that we mainly needed a process and no one would be unaccredited for credentials.

Carlos stated he will be a voice at the officers table to budget to assist faculty to meet minimum qualifications. Until Carlos has established a level of confidence with the campuses he will continue reviewing all faculty credentials.

Mary Thiel attended the meeting to inform the group of a large project Human Resources has undertaken. They are in the process of scanning every part time faculty transcript into ImageNow. Currently it is not available but in the interim HR can send a transcript to a dean if a transcript is needed. Faculty evaluations will also be kept electronically.

Carlos will be meeting with governance groups to get a feel where we stand. Carlos is open to communication. Going forward the HLC committee will be structured and deadlines will be communicated. An announcement was made to any member having previous access to the HLC portal. Access at this time is limited. No writing is currently being done and criterion chairs need to be established.

Shared Governance

Carlos noted that our governance groups have good membership. He will be meeting with governance groups to get a feel for where we stand. He has been briefed on Mike Hillman’s progress but does not have an assessment at this time.

HLC Steering Committee Meeting

Tuesday, August 16, 2016 3:00 – 4:30 PM Room AC 105A

HLC Steering Committee

Moving forward a structured process and deadlines will be communicated. Our HLC portal has been cleared. Carlos wanted to let anyone know if they had access to the portal previously they would be receiving an email that this access has been discontinued. At this time, there is very limited access.

Strategic Plan

Carlos is being updated by the Strategic Plan break out groups. He is planning on finalizing information at the MCC In-Service and moving forward with the MCC Strategic Plan. Once he has met with faculty and the other governance groups he will have a better approach for this task.

MCC Faculty Convocation will allow the finishing touches to the focus reports and is optimistic about faculty participation.

A member asked if strategic plan would be a part of In-Service? How did Carlos plan on communicating this information to all MCC employees? The officers are aware that the agenda for In-Service has not been established and will communicate it when it is. The Strategic Plan is a living, moving document.

It was asked what the theme of Faculty Convocation was this year. Another member stated it was “Climate”.

A member stated that HLC is not so much looking for a fix but progress. Carlos knows the importance and realizes that accreditation sustainability and students are at stake.

Carlos will send out a message to the MCC Community for membership recommendations.

The meeting was adjourned at 4:00 p.m.