

agenda

HLC Criterion #4 Committee

3/3/2017

11 a.m.

LH 198A

Mission and Purpose of Committee

Review Criterion #4 Teaching and Learning: Evaluation and Improvement

HLC focus: Commitment and Process – not the specific goals!

Meeting called by: Renee Griffith & Mark Oxley, Co-chairs HLC #4

Committee Members Present: Melissa Stahley-Cummings,

Danielle Gallegos, Nick Whipps, Missy Neff and Nita Romero

Members Absent: Brandon Kosine, Missy Neff, Nick Whipps

Guest: Matt Nickodemus

HLC Academic Affairs Office Assistant:

Tracie Bopp, tracie.bopp@caspercollege.edu; x.2888

GW 407 (Mon and Fri) and LH 282 (TWTh)

- ✓ Tracy will be the primary point of contact for all documents to be used as Evidence in the Assurance System. Documents for upload need to include School/Dept/and Title of Document before sending to Tracie (where it comes from and how it will be used so the name is an identifier)

To review Assurance System format & more complete Assurance Examples view:

Arapahoe Community College at <http://www.Arapahoe.edu/about-acc/programs/accreditation>

Look for the link to the Assurance document on the right side of the page

To access the New Mexico example, go to:

HLC Reporting Website: <https://assurance.hlcommission.org/>

Type in: hlc.guest4@gmail.com

Password is: [accreditation](#)

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- Report from Mark and Renee on updates
 - Matt details the Student Progress Report
 - Nick – details the updates for co-curricular initiative
- Together review the Assurance language, content and summary
- Places for more evidence files?

Login Information to Casper College Assurance Page:

Login: rgriffith@caspercollege.edu

Password: CChlc#4

Committee Member 'To Do' list:

Continuous updates as necessary

Other:

Next Meeting: did not schedule – will wait until Review is complete