

**UAM 2025 Ten-Year HLC Comprehensive Visit
Steering Committee
Zoom Meeting of June 17, 2024**

Steering Committee Members present:

Ms. Crystal Halley
Mr. Jay Hughes
Ms. Dawn Reed
Ms. Anissa Ross

Mr. Mark Spencer
Dr. Tracy Tucker
Ms. Bethany Wornick
Dan Boice

Excused: Dr. Christine Felts, Ms. Dorissa Kaufman, Mr. Frank Porto, Dr. Shanna Knowles.

A. Updates:

1. The **report on our Quality Initiative**, our Guided Pathways project was sent in to the HLC on May 29th.
2. The five **Criterion Task Force chairs** have met and all are reporting progress on writing their chapters
 - Chapter One (Brian Hairston): The team is writing and will have a draft completed this summer.
 - Chapter Two (Dr. Jennifer Miller) : Draft is complete.
 - Chapter Three (Bryan Fendley) : In process and on schedule.
 - Chapter Four (Mark Spencer) : Draft is complete.
 - Chapter Five (Frank Porto and Dan B.) : In process and awaiting financial and enrollment data. On schedule.
3. **Evidence Coordinator:** Bethany Wornick noted that she has filed many items and is working with the team chairs for linking the evidence to their narratives.

B. Action Items

1. **Publicity & Campus Awareness:** Ms. Halley will talk with Kelsey Englert to get her input. Dan will visit with Marsha Clayton to see what kinds of tactics were used in 2014 and to see if any faculty or students in the Business school could help.
2. **Professional Development:** Dan will make a presentation at a General Session. The group discussed whether or not additional workshops might be helpful. One possibility bruited was “What to expect when you’re expecting an HLC visit” at which we could provide more details on what a visit entails.

3. **Civic Engagement:** The HLC is emphatic in highlighting how schools educate students for responsible citizenship, and how faculty model appropriate engagement. Documenting this has generally been a matter of anecdotes, but there may be better ways of providing evidence. Currently on their self-evaluations, faculty list their service to the community. Dan will canvass other Accreditation Liaison Officers to see if any have ideas on compiling such data.
- C. Next Meeting:** The July 15th meeting was rescheduled to the 22nd.