Steering Committee

February 15, 2013

Meeting Notes

Attendees: Mike Koon, Lisa Ingram, Christina Sullivan, Becky Yesenczki, Lucy Kefauver, Debbie Cresap, Ralph Lucki, Greg Winland, Lisa Soly (by phone), Chris Kefauver, Michele Watson, Larry Tackett, Vicki Riley

* Executive summary was presented and discussed by Mike Koon. Mike explained that the executive summary does not have all evidence but it highlights areas that meet the new Criteria and includes areas for improvement that appeared in the self study
* Mike also explained the Multi-Campus Report and visit that has been added to the comprehensive visit. WVNCC received notice that it would need to complete a Multi-Campus Visit/Report on Monday, February 11, and the notice indicated that the report is to be filed 4 weeks before the visit. Because WVNCC received the notice 3 weeks before the visit, we have explained to HLC that the report would not meet this deadline but would be submitted within a week of the notice.
* Mike also discussed the schedule for the visit.
  + Steering committee is to leave 8:00-10:00 am open on Monday, March 4, for a meeting with the reviewers.
    - Members on other campuses can participate by phone
    - Mike does not anticipate a lot of specific questions for the committee.
  + Team chair will want to meet with key people associated with the new criteria, which mainly includes chairs of the Criteria (as WVNCC organized groups). Mike advised the committee to study the Executive Summary to be prepared to answer questions about the new Criteria.
  + Tuesday will include multi-campus visits
* The exit session is also changed. This has been influenced by federal involvement; government wants to ensure that the accreditation process is a real quality assurance that goes through the whole process with HLC. For that reason, the peer team is not going to provide its recommendation for continuing or not continuing accreditation, monitoring reports, etc.; these recommendations could change once the team report goes through HLC and the IAC.
* The Resource Room was also discussed. WVNCC will use two glass rooms by the Wheeling LRC to house the RRs. In addition, the boardroom and auditorium have been reserved for group meetings. The RR committee will also have people serve as runners outside of the RR.
* Christina also shared information about hospitality for the peer team and other work of the RR committee, including providing refreshments in the RR as well as a welcome basket for the reviewers’ hotel rooms.
* Mike also shared that the visit also provides an opportunity to have a consultation on a focus area, such as student success. Mike asked the committee for other ideas.
* Dr. Riley asked about peer team requests for data that were not collected as a part of the self study process. Mike explained that his may happened and would require us to work on getting that information together while the team is here.