UMC Executive Committee Notes
August 13, 2015

Present:  Fred Wood, Barbara Keinath, Chris Winjum, Jeff Sperling, Kevin Thompson, Soo-Yin Lim-Thompson, Michelle Christopherson, Dave Danforth, Stephanie Helgeson, Katy Nannenga, Harouna Maiga, Kim Gillette

Guest(s):

In these minutes: Retreat Follow-up, Capital Investment Committee Visit, HLC Visit, Member Updates

Retreat Follow-up – Chancellor Wood, Barbara Keinath, Peter Phaiah

Discussion on impressions of the retreat:
- Some of the data didn’t correlate with what we are seeing?
- Need more understanding of the impact of athletes to this campus
- Interesting to hear alumni Katya discuss the lack of recruitment of Latino students
- Are we prepared to support a diverse influx of students........this is coming with the next wave of high school graduates
- How does a faculty member or coach leaving effect retention
- What are the next steps? We will be devoting the Fall Professional Development day to this topic. More planning for that day to be done.

Capital Investment Committee Visit on August 12 – Chancellor Wood

The House Capital Investment Committee visited UMC on August 12 to learn about some of our HEAPR bonding requests. They were only on campus for 45 minutes, but it was a good meeting. We hosted them for a lunch while Chancellor Wood discussed UMC’s needs. Then the group was toured on undergrad research spaces (Owen Hall Labs, Epicurean Room). It was a productive visit. The Senate version of this committee will be visiting campus on September 30th.

HLC Visit – Barbara Keinath

Barbara reminded the committee of a team from HLC will be visiting UMC on November 9-11 as part of the accreditation process. Barbara gave the attached handout of information on this visit and asked members to flag their calendars for these days as this group will want to visit many different people on campus as part of their visit. More information will come as plans develop.

Member Updateh

Public Relations & Marketing – Andrew Svec
- There will be a more system-wide approach to the “Driven to Discover” marketing campaign. Andrew is excited about this direction and feels it is more inclusive of the system campuses.

Center for Adult Learning – Michelle Christopherson
- On Sept. 15th we will be hosting a onsite information session for individuals from White Earth Community College. Michelle may reach out to some about this.

Respectfully submitted by Chris Winjum
Comprehensive Quality Review
Higher Learning Commission
November 9-11, 2015

The details at a glance:
- Five Peer Reviewers. They will set the agenda for the visit.
- 2.5 days that will likely engage many UMC members in interviews and discussions
- Rooms have been reserved for the team, a resource room, and interview locations.
- Format new enough that the Higher Learning Commission still has the previous Quality Checkup on its website
- Higher Learning Commission will survey UMC students in advance of the visit.

The Higher Learning Commission’s April letter to us states:
“The Comprehensive Quality Review (CQR) replaces the former Quality Checkup and will entail a peer review team visiting your campus and subsequently rendering a report for the Institutional Actions Council (IAC) in accordance with HLC decision—making policy. In addition to documenting your institution’s compliance with the Criteria for Accreditation and federal requirements, the team’s report will comment upon advances in continuous improvement at your institution, and will offer recommendations related to continuation of accreditation and future Pathway eligibility. This CQR requirement is a significant new element in the AQIP Pathway.”

Reports due to HLC approximately October 1:
- Federal Compliance Report, all sections of which have been drafted by various UMC staff. Next step is to pull the sections together in a complete first draft.
- Quality Highlights Report, which has not yet been drafted. This is a 12-15 page report that is to summarize changes since we submitted our Systems Portfolio in late May 2014.

Draft Communication and Engagement Plan:
1. The AQIP Steering Committee will play a significant role in preparing for the visit.
2. A card with basic information will be placed at the tables during the Welcome luncheon on August 17. Fred will be asked to spend a couple of minutes talking about AQIP and the upcoming visit.
3. Posters to be designed and distributed—hung in key locations, information about AQIP, upcoming visit—need to get people engaged, on board and enthusiastic about UMC and its accreditation.
4. Refresh the look of the Mission, Vision, Values document, if possible. Ensure that the document is displayed in classrooms, office, and other important locations.
5. Need to line up people to talk to visitation team. Process is so new that no one is quite sure what to expect.

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6. Information to be disseminated through standing departments, as well as campus groups such as Faculty Assembly, Faculty Consultative Committee, Campus Assembly, etc.

7. The AQIP Steering Committee's communication subcommittee will draft talking points, which will inform Barbara's E-Update letter in early September and throughout the weeks leading up to the visit.

8. Need to involve students. Lisa may interface with CSA and committees and student organizations.

Feedback? Questions? Suggestions?