HLC Workgroup
Minutes
February 18, 2013
MH208

Members: Elaine Bernstorf (Fine Arts), Jen-Chi Cheng (Business), Darren Defrain (LAS), Tiffany Franks (OPA), Barth Hague (CLUR), Walter Horn (Engineering), Robert Manske (Health Professions), Joseph Mau (Education), Rick Muma (AAR), David Wright (AAR)

1. **Plan for the spring 2013 semester**
   a. The Workgroup discussed the plan for the semester, which includes completing the first evaluation of the QI initiative, followed by finalizing the review of assumed practices, then starting on writing the assurance arguments.

2. **HLC meeting (April 6-9)**
   a. Darren, Barth, Robert, Rick, and David will attend the HLC meeting in Chicago. Darren, Barth, and Robert have not attended this meeting before (the other members have attended).

3. **Faculty classification**
   a. This item was left over from last semester in the Workgroup’s review of assumed practices. It was determined that some faculty had incorrect or missing information on their records in terms of their credentials. David and Rick will meet with HR to determine how best to correct this finding.

4. **QI project dashboard**
   a. The Workgroup spent the remainder of the meeting reviewing a draft dashboard intended to collect and illustrate progress on WSU’s QI initiative. The main goal for this review was to finalize the measures to be used. Several suggestions were made and David will update the dashboard and begin writing code to populate the dashboard with data. The Workgroup will begin reviewing the data at the next meeting.

5. **Next meeting**
   a. March 4, 2013, 10 am – 12 pm, MHBR

**Next HLC Site Visit**
Fall 2016-Spring 2017