



**Steering Committee for the Oversight of
HLC and Legislative Academic Compliance**

MINUTES

March 23, 2017

- ✚ **Members Present:** Ann Bentz, Kim Black, James Broscheit, Charlie Couch, Larry Loften, Stephen Luttmann, Matt Pottorff, Gardiner Tucker.
Members Absent: Linda Black, Jeanie York.
Guest: Daniel Turnbeaugh
- ✚ **Approval of Agenda/Minutes from January 26, 2017**
The Committee unanimously approved the January 26, 2017 minutes.
- ✚ **Chair's Report**
Ann welcomed Daniel Turnbeaugh, Director of Veteran Services.
- ✚ **DoD Compliance Update – Dan Turnbeaugh**
Dan outlined updates to the [Department of Defense Voluntary Education Institutional Compliance Program March 2017](#).
 - Regulations to award aid.
 - Risk Assessment-Sample Selections.
 - Focus Areas: Educational Opportunities, Military Student Readiness/Success, Viable VolEd Community, Culture of Organizational Effectiveness.
 - Risk Factors (selecting the sample).
 - Sample Selection (rate of course completion, complaint cases, enrollment changes, cost-to-graduation ratio, and transaction volume).
 - ICP Review Process/Cycle.
 - UNC Registrar will be notified if selected for risk assessment. 250 schools will be reviewed per year.
 - This Committee will assist if needed if UNC is selected for risk assessment (reports would be included in next HLC report).
- ✚ **Student Complaint Process Update – Gardiner Tucker**
 - Updates from DOS office (procedures) –draft document.
 - Formal versus informal complaint procedures.
 - Documentation for HLC: requirements, reports (complaint type, outcome), timelines.
 - Procedures for athletes: Per Tuck, complaints go to Larry Loften.
 - Recordkeeping: Complaint report to this committee in September-October yearly.
 - Updates will be forwarded to the Faculty Senate after the Faculty Welfare Committee reviews the draft document.
- ✚ **HLC Requirements for Faculty Qualifications Update – Kim Black**
 - [Procedures for Determining Qualified Faculty through Tested Experience](#)
– adopted by Provost's Leadership Team on February 8, 2017.
 - Working with Digital Measures Team to ensure information input and reporting capabilities.
 - Spring 2017 semester deadline.
 - Programs will maintain documentation for faculty hired with tested experience.
 - Amendments/additions to the Board Policy Manual and/or University Regulations (HLC language).
Senate Executive Committee can discuss policy language to mirror HLC mandates.
 - Document will be forwarded to the Academic Policies Committee.
- ✚ **Next Meeting April 27, 2017 (10:30 a.m.-12:00 p.m.) Carter Hall 4th Floor Board Room.**