

Faculty Senate Presentation on HLC Reaccreditation Self-Study Web Pages, the Electronic Resource Room and AIM

Kirsten Leonard, Asst. Dir. of Institutional Research, Electronic Resources/Documents Librarian 3/9/2009

Things to Remember about the HLC Self-Study Web Pages and Resource Room

- Location of the IU Kokomo HLC Self-Study web pages is www.iuk.edu/hlc
- What is on HLC web pages –
 - Self-Study and executive summary reports
 - Newsletters and presentations on the self-study process
 - Criteria definitions
 - Electronic Resource Room
- How is the Electronic Resource Room organized?
 - According to the Handbook of Accreditation Section 9.4.
 - It has two parts, documents loaded into The Archives of Institutional Memory (AIM) and links to existing documents on web pages.
 - It includes the ability to access documents used by the HLC Committee or referenced in the Self-Study stored in AIM by Title, Criteria and Subject, or a browse of communities and collections;
 - a Search box for AIM (all documents added are full-text searchable);
 - a Google search box to search the IU Kokomo web pages;
 - The list of general resources required for the resource room. **If you know of other links which should be included in these lists of resources, please send me the link and the section in which it belongs.**
- Are all the documents located in the Electronic Resource Room?
 - No – but about 95% of them are in the Electronic Resource Room, either in AIM or linked from the Web.
 - The Visit Team will also be given access to some documents in paper format only. Either they were only available in paper or the document includes personal or sensitive information that we do not want accessible to the general public and Google.
 - Each School was also given a binder that they can add any material that they would like the visit team to see – a “brag” binder.
- What is the Archives of Institutional Memory (AIM)?
 - AIM @ IU which was created to collect, preserve and make available the official records with long-term value produced by the Indiana University administrative and academic community.
 - The Kokomo Community of AIM includes: mission critical documents such as Bulletins, annual and strategic reports, and planning documents; policy documents; publications of IU Kokomo schools, departments and administrative offices; publications created by faculty, student and alumni groups; and records documenting IU Kokomo activities.
 - The IU Kokomo community has almost double the documents in the Bloomington and IU communities as we work to make the documents accessible for the visit team. Please thank **MEGAN MCKINNEY** for her hard work assisting in adding these documents. Because of the large amount of material needing to be organized and accessed, minimal subject access has been done.
 - Most documents have been added to the “Higher Learning Commission Self-Study 2008” community. Documents will be mapped to the appropriate group in the future.
 - Schools, Offices, and groups will have the opportunity to deposit directly into AIM after the Visit.
 - **We are continuing to request and add documents to AIM!**