

NCA Self-Study Meeting Minutes
June 9, 2008 Meeting (reschedule of May 29 meeting).

1. Outline of Self-Study (Sherry):

- a. Subgroups work on their criteria, gathering data, putting it together, and getting it to Sherry.
- b. Communication component on data: Put together a Subgroup to manage the data: Information Resource Team. This group will:
 - i. Anticipate needs for data
 - ii. Keep track of it/where it is
 - iii. Gather what data is needed
 - iv. Karla, Milt, Rocky, Cynthia, Dennis Be, Mary Jo, Sherry, Karleen, Julie Fenning. Sherry is chair of this. (Brian: Contact these folks to be on this team.)

2. Subgroups thinking about how, and actually collecting data this summer?

- a. During the meeting we appointed chairs for each of the subgroup teams. The chair serves to keep the group on task, call meetings, etc.

Criterion 1: Chair: Kent Hanson.

Criterion 2: Chair: Norma Konschak

Brian: Email Gene Klinke and Gerry Schulte to join this team.

Criterion 3: Chair: Hank. (Team members will carry torch in mean time.)

Criterion 4: Chair: Brian Huschle

Criterion 5: Co-Chairs: Mary Fontes and Dean Dalen

Brian: Email Pam Schorsch, Margarita Bracamonte, Sue Field: invite to join team.

- b. Each team is to begin work on their criterion this summer. One starting place is to look at the 2005 report (this can be found in D2L, Content) to see what was done for that focus visit. Recognize that this report was a focus report and the criteria are not necessarily well developed, however, it is a starting place.
- c. We will meet in July to assess where we are as groups. In the meantime, the groups should be working on their criteria. If there are any questions, please contact Brian.

3. Next Meeting: July 16, 9:30 a.m. (Wednesday).