

## NCA Steering Committee Meeting

Agenda and Minutes for December 5, 2008

Attending: Sherry L, Brian H, Jack H, Norma K, Andy M, Hank R, Mary F, Kerry J, Dorinda S, Al S, Steve C, Kathy H, Karla A, Kent H

### **1. January 8 In-Service Planning:**

- The tentative planning for this is that we will break into our five criterion groups and have the Chair for each criterion group lead the session with that group.
- The idea discussed among several steering committee members is that this is an opportunity for the Team sub-groups (i.e., those on the steering committee and working on sub-groups) to seek input from the larger team faculty membership on the draft (to date).
  - Assign any new faculty to groups (Sherry)
  - Core groups meet
  - Core component break into subgroups for core components
  - Criterion Chairs divide up their group for in service into core component groups.
  - Criterion Chairs circulate draft of core component section to core component groups on Monday, January 5.
  - Criterion Chairs may want to have one of the active/steering committee members lead each small group for the core component.

### **2. Draft 1 Discussion:**

- Possible areas that we are overlooking or may need to better develop. Where are we addressing these points? Do we need to address them, specifically?
  - Developmental Education/courses
    - Criterion 3 (3.d)
    - General Education (also in 3)
    -
  - Menomen site
    - History Section: Jack touch on this.
    - Criterion 1
    - Criterion 5
    - Sue Field
  - Roseau site
    - History Section: Jack touch on this.

- Criterion 1:
    - Criterion 5
    - Ron D
  - Distance Education
    - Criterion 3
    - Criterion 4: Life-long learning
    - 5.C: Collaborative – Consortium
    - Expertise for this is: 5.C Theresa Theisen
    -
  - Sustainability/program closure.
    - Criterion 2
    -
  - New program development procedure/process?
    - Criterion 2
    -
  - Budget Outlook for state
    - Interwoven in Criterion 1 and 2.
    -
- Page 45: 1.B – Post secondary, college in H.S., emphasis needed here.
  - 1.E: order is suspect – integrity of academic standards should be first, and financial last.
  - Hyperlinks, technical stuff first: Section: How to use the document needs to be up front in document. Then get into history.
  - Need for some more face to face discussion among members.

**3. Spring Term Scheduling:** Brian will contact everyone and ask for class schedules, and follow the procedure he used for Fall from there – checking admin schedule, and schedule meetings. When/how many Steering Committee meetings do we want? 2 or 3? Once in January, February, March (three times before March 31). End of April.

#### **4. Other**

- Institutional Research Group is meeting Monday: May be a new “ticket system” approach to request information
- Sherry hopes to have more information for us next week.
- Jack and Sherry working on history.

**5. Adjourned: 12:10**