

NCA Steering Committee Meeting

Agenda and Minutes for February, 23, 2009

Attending: Brian Huschle, Sherry Lindquist, Steve Crittenden, Andy Mueller, Mary Fontes, Al Shervold, Hank Roehrich, Dorinda Sorvig, Kent Hanson, Karla Anderson, Jack Haymond.

1. Data searching:

- Progress:
 - Criterion 5: Still missing a lot of data; There are many items
 - Employees and involvement in local communities: Once this is sent out and collected, this will relieve a lot of pressure on items. 2005-present. This will come from President's office.
 - Still need do evaluation.
 - Criterion 4:
 - Still waiting to hear from Holly. CC Stacy.
 - Service Learning:
 - Travel financial stuff:
 - Sabbatical Reports for EGF
 - Be sure student section captures sense of service activity.
 - Criterion 3:
 - Notes from meeting with Kathy in TRF last week.
 - Assessment is being worked on by Al (and Kent and Hank). Should have something rapped out this week.
 - Learning environments: Andy and Hank working on this.
 - Developmental ed/accuplacer collected BRIAN: Pass on Dean's statement to Hank.
 - Beth: State board of nursing accredited.
 - Changes to labs for nursing...
 - Program sustainability/ prof development.
 - Criterion 2: (Steve commented for this group.)
 - Will work to pull Stacy and Becky into more active role on this. Karla will help here too.
 - Have looked at comments on the draft – and working on expanding.
 - Looking at 2010 success and shortcomings
 - Kent is going to get some minutes/documents here as evidence on 2010 Planning.
 - The current response to the budget crunch.
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 - Criterion 1:
 - Sitting in decent shape.
 - Feedback from in-service to incorporate into document.
 - Revised statement on Diversity.
 - Mission Documents need to be accessible in one place on Web.

- Introduction: Sherry is working on this. Federal compliance, etc. Budget crunch. Merger process/theme. Will send what she has so far.
- College History Document: We have written down our history. Light on AVTI in TRF. The big document will be an addendum.
 - Yearbooks were mentioned.
 - Possibly may develop an oral history.
- Group Link (qualitative/quantitative): What might we run through IR Group?
 - HR Data: Pulled from IPEDS by Sherry.
 - Sherry will ask Becky for AA Plan. On web under HR, but there is a new one from what is published there.
 - Graduation Data: We can pull ourselves and will need to for visit.
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- Web Updates:
 - Graduation data (2003 is most recent on web).
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2. The Where We Are, and Where We are Going Discussion

- March 31 deadline.
- Drafts need to be written out in a coherent form so that both the data, the analysis of the data, and further evaluative comments are clearly made.
- Narrative form.
 - Build the narrative around the 2014 Strategic Plan (the three Strategic goals).
 - If deadlines can be met, there should be a draft to look at by/before the summer.
 - Missouri State College that is using this format, if any one wants to see a model of the format. Ask Sherry for link if you missed her earlier email.
- We are looking to have a HLC member look at a draft and give us a feedback.
- Looking at pulling from 2005 Visit Team.
- Planning on Submitting early:
 - Kent is shooting for in by 23rd of March
 - Brian is shooting for 7 March

3. Spring Term Meeting Schedule:

- March Meeting: Wednesday, March 25: 1:00-2:25: TBA; TRF 545.
- May Meeting: Monday, May 4: 1:00-2:25. EGF 106; TRF545.

4. Adjourned: 2:10