



**Minutes
NCA Criterion 4
Committee Meeting
October 19, 2005**

Present: Phil Baumann, Ellen Brisch, Ed Choate, Rinita Dalan, Shawn Ginther, Ok-Hee Lee, Susan Peterson, Wil Shynkaruk, and Marsha Weber.

Agenda Items:

1. Approved the minutes of October 5 as amended.
2. Reviewed November meeting schedule.
 - There will NOT be a team meeting on November 30, 2005.
3. Faculty Development Day Oct 14
 - Discussion of and feedback from the in-service day.
 - If table top discussion notes have not been submitted to Deb White, please do so (digitally).
4. Chapter format
 - A revised chapter format for criterion 4 has been provided.
5. Report from the Steering Committee Meeting of October 12.
 - Our team can invite consultants/experts in areas covered by our criterion to individual team meetings to help us with our task.
 - We will need to be thinking about public events for gathering and sharing data related to our criterion.
6. The remainder of the meeting was spent in subgroups, working on prioritizing evidence and data for each of the subcriteria.
7. Meeting adjourned 4:55 pm.

Minutes submitted by Rinita Dalan, 10/20/05.