



Minutes
NCA Steering Committee
June 28, 2005, 2:00 p.m.

Present: Co-chairs Judy Strong and Deb White, Tim Borchers, Kathleen Enz Finken, Brittney Goodman, Ted Gracyk, Michelle Malott, Lisa Nawrot, Liz Rowse, Teri Walseth, Karla Wenger, Susanne Williams

Co-chair White distributed the agenda, an updated *DRAFT* timeline, and the minutes from the June 13 Steering Committee Retreat for review. Committee members were asked to notify her of additional items for the timeline and that responsibility for the tasks needs to be assigned. Members were also asked to notify M. Smith of revisions/corrections to the retreat minutes.

Template: Rowse stated that she had not yet received any report format suggestions. She will look at the websites for Northern Colorado, Illinois State University and Northwest Oklahoma State for ideas as suggested at today's meeting. She will contact Mike McCord and Allen Sheets to request their assistance in designing the template.

President's Retreat Update: Co-chair White reviewed her presentation at the President's Summer Retreat stating that she had apprised the group of the potential data and assessment needs for the report. She reviewed the timeline and noted that she would send Cabinet a copy once it is finalized. It was suggested the *DRAFT* Timeline be sent now to President Barden with the assignment of task column deleted and to Cabinet when finalized. Discussion ensued on whether the administration has a clear sense of their role in the process and the large amount of work that an NCA visit entails. Discussion turned to the larger problem of faculty and staff involvement and the noted indifference that was a problem during the previous visit. The Committee needs to begin immediately in the fall to instill a positive attitude among the campus community for the visit and the process. Involving a wide array of the campus in the process will help get people onboard— "make use of people in a positive way." It may be necessary to let the campus know that NCA accreditation is not automatic as can be shown by the recent article in the Chronicle of Higher Education on the institution whose accreditation was revoked.

Chief Writer: Names of possible writers were suggested. Williams requested that she also be considered. The tone of the report was discussed. It should not be dry with just the facts. The report needs to be professional without watering down the information. It needs to tell MSUM's story while containing professional depth. The President's Report was given as an example of tone to follow as many members liked the focus on individual and/or group accomplishments. Following that format would be a distinctive way to put a face on the institution. It was suggested that each Criteria Team compile a list of individuals/groups/departments/offices who could illustrate their chapter. Agreement was to have Williams be the Chief Writer, provided President Barden agreed. Williams will present samples at the next meeting.

Mission Statement: Co-chair Strong briefly reviewed the history surrounding writing of the current mission statement, both the long and short versions, and the aims. Referring to the materials sent to the committee via email she stated that shorter statements are the current trend. Most statements are broken into three areas: teaching, research, and service. Discussion on: who we are (purpose), what we do (business), what we stand for (values), and where are we going (vision) began.

Following rigorous discussion it was suggested that *MSUM cultivates individuality and personal excellence within an accessible, active, and engaged learning community* be substituted for the current mission statement and that the aims be replaced with the “Core Values” and they be renamed “Goals.”

Discussion on rewording the Values/Goals followed. An additional Goal: *We value a shared Liberal Studies experience for undergraduate students* be added. Change Value/Goal #7: “encourages” to “promotes.” Further discussion was tabled to the next meeting. A recommendation that the Strategic Plan Goals also be listed on the mission statement web page was made.

Co-chair White asked the Resource Room (Goodman, Strong, White) and Fall Faculty Professional Day (Borchers, Dalan, Malott, White) subgroups to remain for a few minutes to schedule time(s) to meeting during the summer. Williams was added to the Professional subgroup.

Next meeting: Wednesday, July 6, 2005, 2:00-4:00 p.m. in MA 269.