



**Minutes
NCA Criterion 1
Committee Meeting
March 1, 2006, 3:00 p.m.**

Present: Sylvia Barnier, Megan DaPisa, Jarilyn Gess, Lisa Nawrot, Carol Sibley, Warren Wiese, Jayne Washburn, and Karla Wenger

Absent: Casey Fawbush, Sheryl Jones, Carolyn Zehren

Motion to approve February 1 meeting minutes by Warren Wiese, seconded by Jarilyn Gess, approved.

1. Steering committee update
 - NCA liaison itinerary for March 8, 11:30 CMU 214 He meets with Team One
Jayne will check January 18 minutes for list of questions and email to team
 - Meeting with VP Midgarden March 8, 2:30 MA 268 our regular criterion team meeting begins at 3:00
 - Data requests from VPs Crockett, Wiese (Lisa emailed the answers to our data requests and Warren will get more)
 - Team 1 Open Forum March 28, 9:00 am, CMU 101
 - Backdrop/marquee/student make poster/printed mission brochures/glow cups filled with popcorn
 - library resource room, use it, check out the key, bring your own laptop
 - password protected website, all team outlines available
2. Ideas for improvement will be a continuous agenda item.
 - Anytime you come across something you learned, suggestion, great things we do. If we can fix now we will fix them. For example: student handbook not indexed. Enter tabs make it electronically searchable
 - How do we show that our students and community support the mission?
3. First drafts from each core component were distributed and discussed.
 - 1a Lisa, Sylvia: mission statements content, availability, distinctiveness, clarity breakdown and importance, show how we are living our mission with the 7 core values, strengths and challenges. Sylvia and Lisa will merge their documents.
 - 1b Sheryl, Megan (Barb S.) Suggestions for them when we give it to Suzanne, does not want a bunch of bulleted lists, use complete thoughts, sentence why bringing these points in now, add piece from President Barden memo on diversity (Jayne will send Megan a copy)

- 1c Jarilyn, Karla: understand how each segment (Administration, Faculty and Staff, Students Community) supports the mission. Fall 2005 data compare to Fall 2006 data show improvement. Add TOCAR info, clarify “low response” hope for more data, nothing from students or community (subcommittee on creating a survey) Student Academic Conference a great place to survey students.
- 1d Warren, Carolyn: shared governance started some pieces still missing
- 1e Carol, Casey, Karla: Challenge from President Barden regarding cultural diversity: Ed Choate chief diversity officer, cultural diversity committee charge will be addressed. Wants help in the strengths and challenges area. Should what they have be moved to different parts? Sylvia will send more re: athletic eligibility/NCAA for integrity piece, Jayne will write more for the FERPA piece.

Homework: read each core, make suggestions for change, look for overlap, keep adding to your piece, look for overarching themes, continue to add website citations, don't delete yet. At our next meeting we will discuss overlap and make corrections. Plan for revised version to be compiled by April 5.

Next Meeting: March 29

Jayne Washburn, Recorder