



**Minutes
NCA Criterion 1
Committee Meeting
April 20, 2005, 1:00 p.m.**

Present: Sylvia Barnier, Casey Fawbush, Jarilyn Gess, Sheryl Jones, Lisa Nawrot, Amy Phillips, Carol Sibley, Judy Strong, Jayne Washburn, Deb White, Warren Wiese, Carolyn Zehren

Absent: Cindy Phillips

Introductions

Lisa Nawrot gave a brief outline of the NCA visit in the Spring of 2007. Team members were given copies of Criterion One from The Handbook of Accreditation; the MSUM Mission Statement and Lisa's notes from her attendance at the NCA Annual meeting in Chicago. Starting in the fall, regular meetings will be held the first and third Wednesdays of every month from 3-5 p.m. The first meeting will be on September 7th.

Criterion One is the driving force for the self-study. We need to get a sense of who we are. The self-study is "mission driven" and the university mission statement will need to be looked at closely and possibly re-written.

Judy Strong and Deb White (co-chairs of the NCA Steering Committee) were present. Deb White gave an overview of the accreditation self-study process and time line. The Steering Committee will be meeting this summer and will develop the timeline and determine what types of materials may be needed. The self-study is a learning process used to determine what we have done and how we can improve it. Looking at reports from other universities will be very useful. Other items to look at are the university's mission statement, university's strategic plan and the last NCA report.

A website will be developed for posting minutes and news for the groups. Team members were encouraged to study the brochure and the Criterion One sheets that were distributed. A recording secretary may be needed.

Karla Wenger
Recorder