



**Minutes
NCA Criterion 1
Committee Meeting
November 2, 2005, 3:00 p.m.**

Present: Sylvia Barnier, Casey Fawbush, Jarilyn Gess, Sheryl Jones, Lisa Nawrot, Cindy Phillips, Carol Sibley, Jayne Washburn, Karla Wenger, and Warren Wiese

Absent: Amy Phillips and Carolyn Zehren

Motion by Jarilyn Gess to approve October 19 minutes, seconded by Casey Fawbush and approved.

Component outline will be distributed to each core group, with chapter headlines and subheading samples.

Core component Summaries:

1a: Sylvia & Lisa (mission documents)

Lisa reported: An outline will be ready in the next two weeks, including history, identity and mission. Data will be used that was collected on the professional development day. Second point will be actual mission documents, where they are and where you find them. (There was no mission statement in the student viewbook which is given to prospective students.) Identify our constituents. Excellence in teaching and learning talk about specific mission statements that reference excellence in teaching and learning. Continuing to live our mission—we come back to our mission on a regular basis. List of data we might need.

Send requests for Data to Lisa she will send request to Deb White and Judy Strong and they will get this data for the criterion group.

1b: Sheryl, Cynthia, Amy (recognizing diversity/constituencies/greater society)

Cynthia reported: Looking at Mankato's report great guidance on data. Miami of Ohio has two pages of froo froo. Talks about the way their mission statement deals with diversity here is how we talk about diversity. In their report at the end they have a large section Chapter 8 diversity progress since 1995. Where did we get nailed last time, what do we need to address specifically, we need guidance if diversity was a problem. Focus visit after site visit was due to lack of strategic planning not a problem with diversity. Site visit problem with IFO and unionized faculty. Reviewer "didn't get it". Mankato provides a good template regarding MnSCU policy, President's strategic plan, diversity plan, etc. Miami of Ohio was not very helpful

1c Jarilyn & Amy (understanding and support of mission)

Jarilyn reported: Wants to read Mankato, NDSU is not focused, looked at suggestions for 1c from NCA and drafted off of that. Sent Karla list of evidence needed. Has not been able to meet with Amy.

1d Warren & Carolyn (promote effective leadership in support of mission)

Warren reported: Have not had a chance to meet, both out of town.

1e Carol, Casey & Karla (upholds and protects integrity)

Karla reported: Reviewed Loyalla and Northern Colorado. Mankato was most helpful great template.

Steering Committee update: No minutes available from last week.

Summary of professional day table top discussion:

Karla distributed a summary from the criterion 1 tables at faculty professional day. Lisa distributed the summary from the online registration questions. Les Bakke and Iris Gill met with the steering committee about availability of data. Requests for unduplicated data requests--go to Iris. All requests for data should go through Judy and Deb if you can't find it on the IR web site.

PR logo and opportunity for feedback:

Lisa reported OUR TIME TO SHINE created by Jody Bendel. Different color scheme makes it stand out as different. For promotion and awareness of the self study. Feedback no later than Thursday, November 3 to PR Committee. Comment on small version needs some darker outline. Carol will check "slang dictionary" on shine.

What data do we need now?

Have an outline ready by next meeting.
Cindy Phillips: wants changing gender and ethnic demographic data of our students, faculty and staff.
Lisa collecting paper materials set aside boxes in resource room.

Change our mission?

Cheryl Evans presentation talked about Northwest Oklahoma changed their mission statement before the process started.
The general consensus of Criterion Team I is that it is too late to do it at the beginning of the process and too early to do it as a result of the process.
We don't think that changing the mission statement is part of the re-accreditation process. This body could make a recommendation, as a result of the study, that we change the mission statement. Part of these outcomes are challenges for the future.

Next meeting: November 16, 4:00, MA 268

NOTE: Core component groups should meet at 3:00 and the Criterion Team will meet at 4:00.

Jayne Washburn, Recorder