



**Minutes
NCA Criterion 3
Committee Meeting
January 19, 2006**

- I. Minutes
 - a. Student representative Becky Lande will take minutes from now on.
- II. December Steering Committee meeting
 - a. Addressed any overlap between team outlines.
 - b. Criterion 4 may have some overlap, but doesn't seem to be a problem
- III. New Information on the web-below sites are all linked on D2L
 - a. MSUM's reaccreditation website
 - access to data here under resource room link
 - b. Student Learning Outcomes Website
 - new data here
 - www.mnstate.edu/access/
 - c. Iris Gill has new data (program reviews) on Institutional Research site
- IV. NCA Liaison visit will be on Wednesday March 8th- John Taylor
 - a. Steering committee will meet with him at 12:00 noon
 - b. We will meet in morning either 11 or 11:30 or possibly 8:30
 - c. think about questions to ask him
 - d. Liz and Michelle will work on chapter outline and will have a draft for our team by next meeting on February 1st.
 - outline will be shown to John
 - also be available to group online
- V. Public relations update
 - a. Trying to push mission
 - posters, pins, ect.
 - b. Budget was approved
 - c. Putting logo possibility on bulletin, planner, schedule
 - d. Have organizations use "Our Time to Shine" as theme also
 - ex. art exhibit, athletics, student academic conference
 - e. Plans for 4th of July
 - f. Addressed importance of community involvement
 - NDSU ad
 - g. T-shirts
 - Committee members will buy one to get lower price
 - Majority prefer polo vs. t-shirt
- VI. Open Forums
 - a. March 23rd-Team 2
 - b. March 29th- Team 1
 - c. April 4- Team 4
 - d. April 6- Team 5

e. April 10- Team 3

- Monday 3-5, CMU 101
- Brainstorm ideas of what to do: activity, display?
- For faculty, students, staff → chance for feedback

VII. Recent External Accreditation

- a. Nursing
- b. Chemistry
- c. Athletic Training
- d. Online Program
- e. SLHS

VIII. Outline of Chapter

- a. Format → tables, links, ect.
- b. Online drafts of chapters
 - including ours
 - put highlighting next to things that need further information
 - put last revised header in documents or e-mail revisions

IX. Subgroups

- a. Upgrade from new information
- b. Links to sites
- c. Pictures
- d. Evidence
 - Need to site where documents included are located