



**Minutes  
NCA Criterion 4  
Committee Meeting  
March 1, 2006**

Members present: Phil Baumann, Ed Choate, Rinita Dalan, Ted Gracyk, Becky Boyle Jones, Ok-Hee Lee, Wil Shynkaruk.

Subject to small changes, approved minutes of February 15 meeting.

**Upcoming Schedules:**

Our team meets with the NCA liaison at 10:30 a.m. on March 8 in CMU 214. Next team meeting is March 29, 4 p.m., CMU 208.

**Steering Committee Report:**

Ted and Rinita reported:

- The steering committee will meet with VP Midgarden on March 8. Please forward questions about academic affairs to Rinita or Ted.
- A survey is being developed by the steering committee. Teams should decide if they have questions that would be useful to survey. If so, forward them to Ted no later than March 9.  
One area identified so far: ask about the frequency of professional development activity of faculty and staff.

**Upcoming open forum:**

Our team has an open forum scheduled for April 5. We will discuss it in more detail on March 29. We agreed that the best way to proceed is to create a simple handout of the main points our team will address. In late March, Ted will remind the four subcommittees to send him an outline to draw from.

**Subcommittee Reports:**

Criterion 4a presented their draft. Suggestions and comments were given.

Criterion 4c presented their draft. Because one subcommittee member could not be present, discussion was limited, but some suggestions were made. Rinita and Ted suggested that they contact Dennis Jacobs of the Corrick Center to determine whether they did Liberal Studies assessment that would support the 4c report.

Meeting ended at 5:15

Submitted by T. Gracyk