



**Minutes
NCA Steering Committee
August 30, 2006, 3:00 p.m.**

Present: Co-chairs Deb White and Judy Strong, Tim Borchers, Rinita Dalan, Alex Ellsworth, Brittny Goodman, Ted Gracyk, Michelle Malott, Lisa Nawrot, Liz Rowse, Karla Wenger, Susanne Williams

Minutes: Moved by Strong, seconded by Malott to approve the minutes of July 14, 2006. The motion was approved unanimously.

Faculty Development Day: The planning subgroup has not met yet. It was noted that October 17 is also the first day of advising, but since it is a 4-day weekend many students may not be around.

Public Relations Update: A thank you was extended to Jo Berg and Marla Smith along with student workers from Academic Affairs for distributing keychain flashlights to new freshmen at the Welcome Tent on Sunday, August 20 and at Dragon Days on Monday, August 21, 2006. Nawrot requested ideas for articles if the Steering Committee wants to continue using Continews as a vehicle for communicating reaccreditation news.

Self-study Report Draft: Williams requested the Steering Committee engage in further discussion regarding a theme for the report and how to address the four NCA overarching themes. She suggested the sidebars highlight the overarching themes. She distributed a handout that included possible report themes based on the compilation of the chapter drafts, possible sidebar ideas, the list of themes and challenges from June 13, 2005 meeting, and the list of strengths/challenges from the June 23, 2006 meeting. She noted the themes and strengths listed are not reflected by students in the results from National Survey of Student Engagement (NSSE) or by results from the Delaware Study. Both studies challenge what is reported in the self-study draft. Discussion ensued on the results from the two studies along with findings from the Summer Student Success Institute. Discussion led toward using "changing" as the theme for the report.

Williams announced the compiled report draft would be sent to the Steering Committee on Tuesday, September 5, for review, discussion, and revisions by the Criterion Teams. Criterion Teams are to "beef" up their respective chapters with data from the NSSE and Delaware Studies. She noted that the formatting may appear different than expected and the Track Changes function should be used when making revisions. Strong agreed to send previous NSSE survey information to the team to use for comparison. The revised chapters are due to Williams by Monday, September 25.

Sidebars: Using the NCA overarching themes and Williams' suggested ideas two examples for sidebars were distributed by Borchers. Following discussion it was agreed to follow Williams' suggestion of building the sidebars around the overarching themes. Borchers volunteered to draft sidebars and Steering Committee members are to send ideas from their respective chapter to him.

Timeline: White distributed a revised timeline for review. Changes were made and she will send the revised copy to team members. It was suggested that a report draft without the design formatting be used when posting the final draft for campus comment

Student Organization Meeting: White announced that she and Srong would be attending the Student Organization meeting on September 6 at 5:00 p.m. to update student leaders on the reaccreditation visit.

Evaluation Team Room: Malott announced that Dean Jeppson's conference room has been booked for use by the evaluation team. It was suggested that the reservation be extended to Wednesday, February 28 to Wednesday, March 7, 2007.

Introduction Chapter: Strong has received information from Borchers and is working on the draft.

Delaware Study: Strong reported the Paralegal data was received, but Technology is still missing.

SLOAC Report: Borchers distributed a copy of the Student Learning Outcomes Assessment Committee report for AY 2005-2006 and highlighted the data on matching student learning outcomes to MSUM's mission goals. He added that the data is only based on programs that had reports due last year.

Next meeting: Wednesday, September 13, 2006, in MA 268. Since November 22 is not a duty day for faculty the Steering Committee agreed to meet on November 29. It was requested to have meeting agendas and draft minutes sent out earlier.

The meeting adjourned at 4:11 p.m.