

## **Steering Committee**

### Meeting Minutes

11/30/2011      Board Room      1:30

*Present:* Anita Frederick, Scott Hanson, Any Johnson, Carmelita Lamb, Miles Pfahl, Les Lafountain, Sandy Larocque, Tracy Azure, Wanda Laducer, Larry Henry, Angel Gladue, Kylie Keplin, Chad Davis (2:17)

*Absent:* Sheila Trottier, Jim Davis

*Next meeting:* January 20, 2011, 9:00, Board Room

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#### **I. Changes in Criterion**

There have been changes in the Criterion: Instead of the term *Minimum Expectations*, they are called *Assumed Practices*. In the sub-committee groups do not spend a whole lot of time on the Assumed Practices; it is possible that they will change again. It is important that everyone understands what they are reading, so that in the end they will know what they are doing.

#### **II. Attendance Sheets/Repercussions/Minutes**

Attendance should be taken at every meeting and if you choose to take attendance during sub-committee meetings and report them that is up to your group. Attendance templates can be modified. All attendance sheets should be sent to Kylie.

Possible leave without pay should be considered for each person who misses a meeting without prior approval. Leave will only be approved for meetings that cannot be changed. During the staff/faculty meeting on Friday (12/2/2011), enforcement of this should be addressed and people should be made aware of how important these meetings are.

All meeting minutes should be sent to Larry, Anita and Kylie.

#### **III. Purpose of Steering Committee Meetings**

Issues within committees should be addressed during the Steering Committee meetings. If you see that there is a minimum expectation that we are not currently meeting, bring it forward so we could change that or find a solution. The committees should be reporting to the Steering Committee on where they are at, what they have accomplished and/or their plan.

Initial meetings went well overall, everyone seems eager and willing. There seems to be an issue with getting "people who are not within the academic realm" to participate; they feel that this has nothing to do with them. Explain to everyone that this is important to the college's well-being and just as important, their job.

#### **IV. Roundtable**

The public should know about the GAMMA and the students should be able to give feedback on how we are doing as an institution and what they want for an education from our college. We should look into dropping the term "community" from our name so that we can make that move into a four year institution. The institution should have a 10 year plan again, a Strategic planning committee. This should be done so that we can get input from the community and start implementing more programs that are valuable to our students.

The decision on who should go to the NCA conference in Chicago needs to be addressed. We should send at least five to the meeting. The budget is slim for traveling so if anyone could find money in their own budgets that would help. One co-chair should go from every group along with Anita, Larry, Jim and Angel. The next year, the other chair can go. Finding the funds has to be done first before any decision can be made. Please remember that AIHEC is March 24-28 and the meeting in Chicago is March 31-April 3.

**V. Next Scheduled Committee Meetings**

During your next meetings, discuss the new document (GAMMA) within your committee. Go over the new guidelines and cross reference between the new and the old criterion. Look through the minimum expectations again and see if there is anything you need to add or change.

**Meeting Adjourned: 2:44**