

Steering Committee

Meeting Minutes

1/20/2012 Board Room

9:00 AM

Call to order 9:05 AM

Present: Anita Frederick, Chad Davis, Andy Johnson, Scott Hanson, Les Lafountain, Miles Pfahl, Sandi Larocque, Wanda Laducer, Sheila Trottier, Tracy Azure, Carmelita Lamb, Larry Henry, Kylie Keplin

Absent: Angel Gladue, Jim Davis

Next meeting: March 9, 2012, 1:15 PM, Board Room

Past Reports

Look at previous 2003 & 2005 self-study reports and look at the items we need to improve on. Look at the 2008 focus visit and compare. Everything that is needed is on the jump drive or the website. Know your information from past and new reports, NCA will compare. All the information needed is on the jump drive; email all information to members of each committee.

Next Meeting-Possible Timeline Change

Timeline will be changed because some of the committees feel that they need more time, the outline will be due February 10, 2012 rather than the initial January 27, 2012. By the March 9 steering committee meeting, everyone should know their weaknesses and start collecting data needed. Each committee needs to state if a weakness is identified, this information will help build the report. Timelines are not set in stone, please do not rush. Dr. Solomon will be here on April 19 & 20 please have any questions ready that need to be answered. Do your research and be prepared.

Outline

Use the outline draft in the packet to outline each of your criteria. Start filing in pieces of it, it's a rough draft don't worry about making it "nice". Please give suggestions, if you have any show examples of your suggestions.

Higher Learning Conference

Chicago meeting is March 31-April 3. One person from each criterion needs to attend this meeting, one of the co-chairs. If you haven't attended you should go, if you have extra monies in your grant for travel, please use and attend. The person that doesn't go this year will go next year.

The following will be attending this year's conference:

- Criterion 1- Sandi Larocque
 - Criterion 2- Sheila Trottier
 - Criterion 3- Carmelita Lamb
 - Criterion 4- Scott Hanson
 - Criterion 5- Chad Davis
- Andy Johnson will attend as Coordinator

Next Scheduled Committee Meetings

Have outlines in before February meeting. Send all correspondence to Kylie. Kylie will forward them to Anita and Larry.

Meeting Adjourned: 9:35