

Minutes
NCA Self-Study Steering Committee Meeting
August 24, 2006, 1:00-5:00 P.M.

Present: Diane Hegeman; Barbara Borow-Stephens; Don Melton; Ruth Hidalgo; Linda Whitehouse; Buz Newman; Janna Oakes; and Bob Moore.

- The committee members acknowledged the resignation or retirement of several members from ACC and the steering committee during the summer: Deb Wilke; Cori Swanson; David Heddens; Martin Leuthauser; and Margaret Puryear.
- The committee welcomed new member Diane Hegeman.
- The committee discussed the possibility of adding other new members, but decided that was unnecessary at this point in the process.
- Bob, Barbara and Linda provided updates on the progress of the Self-Study Report, especially Linda and Barbara's excellent work on the document links and Web-site links imbedded in the report. The report will be first delivered to the graphic artist on August 31st.
- Bob briefed the committee on the upcoming August 30th meeting with consultant Tom Gonzales.
- The committee members engaged in extensive discussion and editing of the draft "Strengths, Challenges and Future Focus" portions of Chapters 3 through 7 in the Self-Study Report. There was insufficient time to discuss the "Conclusion" chapter.
- Bob provided handouts to each committee member to help facilitate discussion, at a future meeting, of members' duties and responsibilities from September through December.
- The committee members briefly discussed the employee survey results, presented at the All College Meeting and posted on ACC's Intranet.
- Bob sought and obtained committee member input to establish a regularly scheduled meeting time throughout this fall semester. Other than the Wednesday August 30th meeting, future meetings will be scheduled for Tuesdays, 3:00-5:00 P.M.