

Minutes  
NCA Self-Study Steering Committee Meeting  
September 26, 2006, 3:00-5:30 P.M.

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

Absent: Ruth Hidalgo

- Bob provided the committee members with miscellaneous self-study updates:
  - Dr. Glandon will obtain a revised list of site-visit evaluation team members prior to the mailing of the Self-Study Report.
  - The cost to print 60 final copies of the Self-Study report will be approximately \$2800.
  - Executive Team has requested a site-visit logistics update from the steering committee at the October 16<sup>th</sup> Executive Team meeting.
  - Dr. Glandon recently met with Dr. McCallin, CCCS President, in preparation for the NCA site visit.
  - The Training Group will conduct various employee orientation sessions during “Q Days” to help prepare employees for the NCA site visit.
  - A meeting with the graphic artist is scheduled for 9-27-06 to finalize the Self-Study Report.
  
- The committee members engaged in an extensive final editorial review of the Self-Study Report.