

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

Present: Ruth Hidalgo; Linda Whitehouse; Martin Leuthauser; Barbara Borow-Stephens; Buz Newman; David Heddens; Don Melton; Janna Oakes; Cori Swanson; and Bob Moore.

Absent: Deb Wilke

- The team discussed its summer meeting schedule.
 - The next meeting will be held on June 14, 2006.
 - A meeting will be held on July 12th.
 - A meeting will be held on a day to be determined during all-college week in late August.
- The team discussed plans for the administration of an employee survey. Additional research and planning is ongoing at the Executive Team level.
- The team discussed the results of the meeting with Bob, Janna, Deb and Barbara and the Executive Team and Learning Leadership. (See minutes of the Accreditation Project Leadership Team Meeting of May 1st.) This will be a topic of further update and discussion at the June 14th steering committee meeting.
- Bob briefed the team about securing the resource room and various conference rooms during and before the December site-team visit.