

Minutes  
NCA Self-Study Steering Committee Meeting  
March 1, 2006, 3:30-5:00 P.M.

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

- The team discussed the dissemination of the just-completed draft #4 of the Self-Study Report. Bob will submit (and subsequently has submitted) a paper copy of the entire report to Donna Chrislip for her fresh editorial perspective. Bob will import an electronic copy into the site established by Buz. (This was accomplished on 3-2-06: each chapter has an individual folder; and all the chapters were gathered into a single “read only” electronic document in another individual folder.)
- The team briefly reviewed the marketing discussion from the previous week’s meeting. Leadership team will meet with Murry and Cindy to discuss the March edition of the “Reaccreditation Times” newsletter.
- Bob briefed the team regarding his interviews with three departing employees, as recommended by the steering committee. This generated discussion surrounding ongoing themes consistent (or not consistent) with other employees who have left ACC in the past year or two.