

**Minutes**  
**Criterion One – Mission & Integrity**  
**October 9, 2007**  
**2:30 PM**  
**Laura Lee**

Present: Dave Kietzmann, Penny McConnell, Vickie Miller, Alan Thompson,  
Marie Vanada, Greg Watson  
Absent: Jamie Berthel, Sarah Isaac, Carol Neff, Jeff Primmer, Pat Shedlock  
Guests: Randy Fletcher, Dr. Jacobs

1. Reviewed minutes from September 11 meeting. Discussed the timeline outlined at that meeting. Determined that the committee should try to have a draft of a new mission statement, if needed, by December 1. The draft should be submitted to as many groups as possible for review (such as Expanded Administrative Council, Quality Council) prior to submitting it to full-time employees in January.
2. Reviewed Employee Survey results from the August in-service. Everyone received a copy of the quantitative data for the entire survey and the qualitative data for the questions specific to mission (#12, #13, #16). Vickie suggested that each committee member go through the qualitative data and group the responses into categories. At our next meeting we can compare how we grouped them and see if there are common themes.
3. Reviewed data from Mission Survey to date. The Mission Survey was administered at the Part-time Faculty Academy on October 4 and at the in-service for full-time employees on October 5. Penny passed around the completed surveys and asked committee members each to look at a few and see if they could see any themes or patterns. The consensus of the group was that the number of “yes” or “no” checks on the back of the surveys was not necessarily indicative of whether or not the mission statement needs to be changed. What matters are the actual words the survey participants wrote on the front page. Penny will make a list of the words and the frequency with which each appears for each group surveyed and will bring those results to the next meeting. The larger group will then group the words into categories and look for themes. Based on this cursory look at the results of the Mission Survey, the committee agreed that the current mission statement will need to be revised. Penny will also compile the responses to the first three questions on the survey.

4. Reviewed future administrations of Mission Survey. Bruce will administer it at two of his advisories October 18 and 26, and Penny will administer it at the Criminal Justice, Early Childhood, and Fire Science Advisories in November. (Since this meeting Janet Redenbaugh asked for copies to administer at her Nursing Advisory, which was held on October 15. Penny has those completed surveys.)
5. Dave shared that he met with the Labor Management Council and sought their input on the college's mission. The words LMC felt should be found in the mission statement included: *community resource, business resource, affordability, technical skill development, student learning, diversity, and higher education.* Dave will give his notes to Penny
6. The meeting adjourned at 3:30.

***Next meeting Tuesday,  
November 13, 2007  
2:30 PM  
Laura Lee***