

DACC NCA-HLC Self Study
Criterion Two: Preparing for the Future
Committee Meeting Minutes
Date: April 16, 2007
Location: Laura Lee, Lincoln Hall

Criterion Statement: “The organization’s allocation of resources and its processes for evaluation and planning demonstrate its capacity to fulfill its mission, improve the quality of its education, and respond to future challenges and opportunities.”

Present: Mike Cunningham, Debbie Knight, Sarah Robison, Kristen Davallis, Janet Redenbaugh

New Member: Kristen Dallavis, Director of Grants and Planning

Agenda/Objectives:

- Discussion of data input gathered as a result of a campus survey
- Discussion of committee focus as we move forward

Discussion Summary:

- The committee looked at an employee survey distributed by Rich Mountain Community College during their self study process. It is the opinion of the steering committee that to maximize the response rate, it would be best to survey our staff only once. Randy Fletcher asked the chairs to take this survey to the committees for input. In looking at the questions, Criterion Two members determined the following questions would be applicable:
 - #5: List any course you have completed for professional development in the last 24 months. (a variation of #5)
 - #10: What technologies have you used in your job that relate directly to student learning? (a variation of #10)
 - #11: What technologies have you used in your department/program or would like to use in the next 36 months to “enhance effective learning environments for students”?

#23: In what ways do you incorporate the use of the mission statement into your planning?

New Question: What do you perceive as a major challenge for your department/division; what are possible solutions?

- It was noted that the quantity of data that has been gathered by our committee continues to grow; members felt that we are reaching a point where we might be more productive if we divide into smaller groups and focus on specific core components. Then the monthly sessions could be used to report progress and findings and request additional data as needed. It was also suggested that a work day be scheduled to “jump start” the writing process, where smaller groups can work on core components while still being able to share and gather input from the larger group.

Meeting Adjourned: 1:55 pm

Next Meeting: Monday, May 5, 1:00 pm, Laura Lee