

**DACC NCA-HLC Self Study**  
**Criterion Two: Preparing for the Future**  
**Committee Meeting Minutes**  
**Date: January 10, 2008**  
**Location: Bremer Conference Room**

***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, Kristen Dallavis, Viv Dudley, Suzie Hobick, Debbie Knight, Susie Landers, Dianne Manganaro, Janet Redenbaugh, Janet Westberg

**Guest:** Dr. Alice Jacobs

- **Key Definitions and Concepts**

- Mission: “Danville Area Community College is committed to being a recognized leader in providing quality, innovative and adaptive programs and services which meet the life-long academic, cultural and work force needs of our diverse community.”

- **Key Questions**

- What are we doing now?
- What do all things we are doing now indicate about preparing for the future?

- **Discussion Summary**

Janet Redenbaugh presented drafts of Core Components 2a and 2b. She also brought to the team’s attention questions/requests that have yet to be answered.

One document that has been requested but not received is a copy of the new Technology Plan. Janet noted that she was just notified that a copy would be emailed to her this week; the Technology Team has yet to give input to this plan, so it is in draft form.

A second question concerned the amount that has been spent on Technology purchases in each of the past 5 years. It seems that there is no one document with this information. Mike Cunningham will send Janet Redenbaugh copies of

the Capital Equipment lists for the past five years; this will include major technology expenditures, but will not include technology purchased from the departments' yearly budgets. Another request involves money spent on travel and professional meetings and the amount of salaries and benefits paid from grants for each of the past 5 years. Debbie Knight will speak to Gail Morrison about this information.

A discussion resulted regarding Pell grants and the fact that Perkins dollars awarded have been decreasing because Perkins awards are based on the amount of money awarded for Pell grants. Dr. Jacobs reported that there is no easy answer. Janet Redenbaugh noted that she has spoken with Janet Ingargiola, who has been looking into this concern.

Viv Dudley and Debbie Knight reported that they, along with Jonathan Jett, have completed Core Component 2c. Janet Redenbaugh asked that she be emailed a copy of this portion of the self-study since Randy Fletcher has requested that the Criterion be submitted in electronic form.

Kristen Dallavis noted that she will be working on Core Component 2d for the next week. She has resigned her position, but will do her best to complete this project.

Randy Fletcher met briefly with the team to give future direction. Once the Criteria are submitted on February 1<sup>st</sup>, the teams will be "dormant" during the Spring. Then in the Summer or early Fall, each team will be responsible for developing a fact sheet of approximately 10 important items from their Criteria. The combination of all the facts from each Criterion will be distributed to employees before the self-study visit.

The sub-teams then met to develop "strengths" and "concerns" based on their respective core components. These will be combined and included in the summary for Criterion Two.

The meeting was adjourned at 9:45 am.

- **References**

- [www.dacc.edu/selfstudy](http://www.dacc.edu/selfstudy)

- [www.ncahigherlearningcommission.org](http://www.ncahigherlearningcommission.org)

- **Next Meeting: Date/Time/Location**

- TBA