

**DACC NCA-HLC Self Study**  
**Criterion Two: Preparing for the Future**  
**Committee Meeting Minutes**  
**Date: September 18, 2006**  
**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: Viv Dudley, Suzie Hobick, Jonathan Jett, Debbie Knight, Susie Landers, Dianne Manganaro, Janet Westberg, Janet Redenbaugh

Guests/Resource Persons: Randy Fletcher

Agenda – September 18 meeting (see folder)

- Introductions
- Requirements and Overview of Self-study Plan
- Committee Organization
- Committee Charge
- Key Definitions - Resources
- Tasks for Next Meeting
- References

Core Component:

- Discussion Summary  
Janet Westberg volunteered to take notes. A general overview of the self study process and the nine committees involved was presented by Randy Fletcher. He announced that the Higher Learning Commission has assigned Robert Appleson as DACC’s liason. Mr. Appleson will be meeting with the steering committee on October 10<sup>th</sup> where specific questions regarding each Criteria can be addressed. Randy noted that our self study document will be submitted to HLC in November 2008, with the accreditation visit expected in February or March of 2009. A difference in this self study and previous ones is that there is a major focus on the future, requiring a reflection on the past 10 years and an examination of trends. Key emphasis must be placed on identifying and collecting “examples of evidence”, and evaluating that evidence in order to support Criterion Two. It was noted that our committee would benefit from viewing sample self study reports posted on the web and those available at the Higher Learning Commission’s Annual Spring Meeting. Randy added that he would provide a template for our reports. It was discussed that Criterion Two appears to evaluate all areas of the College, if it is interpreted as human, financial and physical resources as they relate to fulfilling our mission. We can expect an overlap between the other Criteria

Committees, especially with respect to Diversity, Assessment of Student Learning, and General Education. In future meetings, we will be examining the general Criterion Two statement and each core component in detail.

- Action Steps and Activities

Study detailed explanation of Criterion Two on yellow hand-out in folder. Discussion at October 2 meeting will involve interpreting the general statement; we will then start brainstorming on Core Component 2a.

Meeting Adjourned: 1:00 pm

Next Meeting: October 2, 2006 / 1:00pm / Laura Lee