

**DACC NCA-HLC Self Study**  
**Criterion Two: (Preparing for the Future)**  
**Committee Meeting Minutes**  
**Date: 10/10/06**  
**Location: MM 188**

**“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: Suzie Hobick, Debbie Knight, Susie Landers, Sarah Robison, Janet Redenbaugh

**Agenda/Objectives**

- Review and continue discussion on Criterion Two General Statement
- Brainstorm “Examples of Evidence for Four Core Components
- Discussion Summary

Those in attendance discussed the morning presentation by Dr. Robert Appleson. The committee was in agreement that we need to determine what data our committee would find useful and gather that information first. It was suggested that we examine each core component individually and brainstorm about what data would assist us in addressing that issue, realizing that there will probably be data that will be helpful in more than one core area. The following ideas were offered as possible sources for “examples of evidence”.

**Core Component 2a:**

**The organization realistically prepares for a future shaped by multiple societal and economic trends.**

Vermilion Advantage – local demographics, job trends, educational levels, housing, state, national and global trends, etc.

Labor Management Council

Board of Realtors

2000 Census Data

Student Support Services data used in grant applications

Technology Plan

**Core Component 2b:**

**The organization’s resource base supports its educational programs and its plans for maintaining and strengthening their quality in the future.**

Faculty Survey (i.e. satisfaction with travel allotment, support for innovation, salary, benefits, general input into budget, etc.)

College Master Plan

Human Resources – faculty credentials, employee demographics, full-time/part-time status, etc.

Costs of various college programs

**Core Component 2c:**

**The organization's ongoing evaluation and assessment processes provide reliable evidence of institutional effectiveness that clearly informs strategies for continuous improvement.**

Enrollment figures

Program review

Retention reports

Faculty and staff evaluations

Course evaluations

Continuous Quality Improvement process

Budget analysis

**Core Component 2d:**

**All levels of planning align with the organization's mission, thereby enhancing its capacity to fulfill that mission.**

Budget process

Strategic plan

Board retreat minutes and board minutes

Human Resources training initiatives

Inservice agendas

- Key Questions/Statements

How many years back should we go in collecting data, so that we will be able to target trends that would allow us future projections?

- Resources

- Data

- Participants

- Action Steps and Activities

Sarah Robison – contact Vicki Haugen about demographic information for city, county, state, nation, and job trends

Susie Landers – contact Rebecca Schlecht and schedule for December meeting if possible

Debbie Knight – contact Gail Morrison and schedule for November meeting to speak about budget process; speak with Mike Cunningham about obtaining a copy of Master Plan

Suzie Hobick – get copies of Tech Plan and inservice agendas

Janet Redenbaugh – get copies of Strategic Plan

All committee members – prepare questions for November meeting with Human Resource Director Rebecca Schlecht

Meeting Adjourned: 3:35 pm

Next Meeting: Date/Time/Location

November 6, 2006 / 1:00 pm / Laura Lee

Note: Number pages and send to Lynn Brauninger at [lbraunin@dacc.edu](mailto:lbraunin@dacc.edu)