

DACC NCA-HLC Self Study
Criterion Two: Preparing for the Future
Committee Meeting Minutes
Date: October 15, 2007
Location: Laura Lee 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: Kristen Dallavis, Viv Dudley, Jonathan Jett, Debbie Knight, Janet Redenbaugh, Janet Westberg

- **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.”
- Criterion Two Preparing for the Future: “The organization’s allocation of resources and its process for evaluation and planning demonstrate its capacity to fulfill its mission, improve the quality of its education, and respond to future challenges and opportunities.”

- **Key Questions**

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

- **Steering Committee Up-Date**

Mary Coffman is serving as the editor for the final document. Sub-committees need to start composing key ideas that will become part of the reports. These key ideas should be supported by the evidence as detailed in the Table of Contents. The Steering Committee has recommended that DACC follow the format used by Rich Mountain Community College.

- **Assignments**

Sub-committee assignments were made for each core component.

Committee members are asked to examine the evidence and provide key points for each sub-heading that support that core component. Assignments are as follows:

- **Core Component 2a** Janet Redenbaugh, Dianne Manganaro, Mike Cunningham
- **Core Component 2b** Sara Robison, Janet Westberg, Suzie Landers
- **Core Component 2c** Viv Dudley, Debbie Knight, Jonathan Jett
- **Core Component 2d** Kristen Dallavis , Susie Hobick

- **Core Component 2b: DACC organization's resources base supports its educational programs and its plan for maintaining and strengthening their quality in the future.**

Comments: The team continued their discussion of Core Component 2b from last month.

Discussion regarding **DACC uses its human resources effectively:**

In the data gathering process, examine the changes in the number of full-time/part-time faculty, the student population, and the new programming with prisons, College Express, and Corporate and Community Education.

Expansion in the healthcare programs is an example where DACC responded to the workforce need in the district, planned, budgeted and expanded faculty numbers.

Discussion regarding **DACC intentionally develops its human resources to meet future changes:** In-service topics tend to be basically institutional. Concerns were expressed as to the speed with which technology is moving and the need for training in specific topics to assist faculty in applying these technologies in the classroom. Starlink programs for faculty were mentioned as a training option. Tuition waivers and tuition reimbursement policies and expenditures are reflected in the Human Resources report. Also, opportunities for discipline related training can be found through professional conferences when budget permits.

Discussion regarding **DACC's history of financial resource development and investment documents a forward-looking concern for ensuring educational quality (e.g. investment in faculty development, technology, learning support services, new or renovated facilities):**

Revenue sources have shifted, with the percentage of state resources

decreasing, and the percentage of dollars increasing in tuition and fees charged to students. Additional revenue sources have been found through a successful Foundation fund drive, and the hiring of a grant writer to bring in additional dollars. The Workforce Investment Grant (JTP), TRIO and Adult Education are additional resources, with DACC serving as the fiscal agent for the Workforce Investment Grant and Adult Education.

The meeting was adjourned at 2:10

- **References**

- www.dacc.edu/selfstudy

- www.ncahigherlearningcommission.org

- **Fall Meeting Dates: Date/Time/Location**

- Monday, November 5, 2007, Laura Lee

- Monday, December 10, 2007, Laura Lee