DACC NCA-HLC Self Study  
Communications & Resources Team  
Committee Meeting Minutes  
Date: 10-10-06, 1:30pm (In-Service Day)  
Location: Library Meeting Area / Library Lab

Absent were: Maggie Hoover, Ryan Stone.

Guests/Resource Persons:  
Facilitator: Ruth Lindemann (in Maggie’s absence)

Agenda/Objectives:

1. Self Study logo/banner graphics: Go to: [http://www.dacc.edu/~mhoover/logos](http://www.dacc.edu/~mhoover/logos)  
   Brainstorm: Discuss the graphics and comment on them…we'll probably implement both a banner as well as a smaller logo. Provide input and suggestions (colors, layout, etc.)
   
   Also discuss the slogan…do we want to tie it into the idea of “Endless Possibilities”?
   
   As a team, we looked at the logo/banner graphics developed by Maggie and discussed color preferences as well as layout of each. Green/Black color schemes were preferred, but the final selection of a logo and a banner was not made.
   
   The implementation of the “slogan” continues to be problematic for the team. There are differing thoughts among team members on what will be approved by Dr. Jacobs, etc. Randy Fletcher will be consulted for further clarification.

2. Items from the floor / Open discussion  
   Laura asked the following questions:  
   How often does the Newsletter go out?  
   Should we think about ‘welcoming gifts’ in hotels for the Self Study visitors?
   
   Ruth presented the following idea:  
   Perhaps we should consider burning CDs that contain the documents contained in the Resource Room to give to the Self Study visitors as well as placing a copy of the CD in the Resource Room itself.
   
   Maggie will consult Randy Fletcher regarding these queries and she will follow-up with the team members at the next meeting.
   
   Meeting Adjourned: 2:25pm

Next Meeting: Date/Time/Location: TBA

Self Study web page: [http://www.dacc.edu/selfstudy](http://www.dacc.edu/selfstudy)