

MINUTES

North Central Accreditation Committee Meeting #8

October 11, 2002

The meeting was called to order at 3:05 p.m.

Members Present: Dr. Margaret Avard, Dr. Bryon Clark, Dr. Brett Elliott, Dr. Bill Fridley, Mr. Richard Hackett, Dr. Ann Haycock, Dr. John Allen Hendricks, Dr. Theresa Hrcir, Dr. James Knapp, Dr. Randy Prus, Dr. Claire Stubblefield, and Dr. Charles Weiner, Chair.

Members Absent: Dr. Jeff Hale, Dr. Doug McMillan, and Mr. Ross Walkup.

1. **Approval of Minutes:** Dr. Elliott made a motion to accept the minutes, Dr. Hrcir 2nd. The motion passed. Minutes will be distributed to the faculty and staff.
2. **Survey Document:** The Committee members were asked to review their sections of the survey and to go back to Chapter four in the accreditation handbook, find their criterion with the corresponding patterns of evidence. They were asked to check their section questions to make sure that all patterns of evidence were covered. Committee members were also asked to scan the entire document for duplication of questions. Those who did not have a chapter were asked to look at the survey and help in a more global way. The surveys are to be brought back to the next meeting with changes. The new target date for getting the survey out is November 1.
3. **Old Business:** In regards to the budget reduction and the North Central Conference April 13-16, Dr. Weiner told the Committee that he would like for everyone that was asked to go to be able to do so, but that he cannot promise there will still be money in the budget. He will inform those committee members at a later date as to the availability of funding for the Conference.

A question was asked about General Education. Dr. Weiner informed the Committee that discussions have taken place between Dr. McMillan, Dr. Snowden, and President Johnson. Recommendations and/or decisions will be made in the near future.

The importance of the Mission Statement was discussed. The Mission Statement needs to be promoted as much as the Vision Statement. It was suggested that the Mission Statement be put on white paper, put in manila envelopes, and distributed to every faculty, staff, and administrator on

campus. It was strongly suggested that this be done prior to the survey going out to the faculty. Dr. Weiner informed the Committee that a brochure is being designed that will have both the Mission Statement and Vision Statement, and will come out at the beginning of 2003.

4. **New Business:** Dr. Weiner asked that Dr. Hrcir and Dr. Knapp have Chapters 2 & 4 in their final format to bring before the Committee for review.
5. **Other:** The Committee heard that currently about 75 faculty, staff, and administrators were taking part in the Self-Study Report. Additional personnel will be used on the review panels. In conjunction, Southeastern's three Consultant Evaluators will be asked to critique the Self-Study Report.

As for keeping the administration up-to-date and current on the progress of the Self-Study Document, Dr. Weiner informed the Committee that he meets with Dr. McMillan on a regular basis, Drs. McMillan and Snowden bi-weekly, and with President Johnson a minimum of once a month, or more often if necessary, regarding North Central Accreditation.

6. **Next Meeting:** Friday, October 25, 2002, @ 2:30 p.m. in R300.
7. **Adjourn:** The meeting was adjourned at 3:51 pm.