

Accreditation  
Self-Study Steering Committee  
Meeting Notes  
Monday, February 9, 2004  
8:30 – 9:45 a.m.

Bob Harrold called the meeting to order at 8:35 a.m. in the Prairie Rose Room of the Memorial Union.

There were no additions, corrections, or updates to the agenda.

Mary explained her "Data collected and Resource Room" handout, stating that it is also available on our website @ <http://www.ndsu.edu/ndsu/accreditation/resources.shtml>

### **Announcements**

The Higher Learning Commission has changed their policy on requesting dates for site-visits. In addition to the two dates in February (2/2-9, 2/9-16), we need a third date available – possibly December 1-8, 2005.

### **Updates of Criterion Writing Committees**

#### **Criterion One:**

David Rider said they have met and discussed their plan of attack. The group will remain working as a single entity for now. They will be meeting in about a week and a half. Eventually, they may break up into smaller groups to cover the different core components.

#### **Criterion Two:**

Nancy Mueller stated that their group would be breaking up into two people teams to cover each core component. They have added three people to their subcommittee.

#### **Criterion Three:**

They divided into four groups and have been reviewing focus group reports. See handout.

#### **Criterion Four:**

Larry Peterson said that their group is reviewing all of the focus group reports.

#### **Criterion Five:**

Susan Bornsen said that they have added two students thanks to Dan Mostad.

Bob indicated that the Mission and Common Good Focus Group should be done by the fall of 2004. They need to finish the NDSU Vision, Core Values, and Major Themes which would go through the same process as the Mission Statement. It will go before the Student Senate, Staff Senate, University Senate, and then the SBHE.

Deanna said that the main goal between now and our March 8<sup>th</sup> meeting will be the collection of data.

Bob reiterated that each Criterion group should “brainstorm” and see if there are any other examples of evidence which apply to NDSU, that were NOT listed by the HLC-NCA.

### **Discussion of Goals**

Bob asked the committee if the goals for the semester and the next two years were clear to everyone. The majority of the group agreed that the goals were clear.

Frank Yazdani asked for clarification on the due date for the “initial draft” for each Criterion Group. Bob stated it should be done by the end of this semester (spring 2004).

Deanna explained that each Criterion group has their own chapter.

Bill Slanger asked who was responsible for addressing the strengths, weakness, and challenges from the previous site visit. Bob indicated that the Core Team would be writing the draft of that chapter.

### **Door Prizes**

Winners: Bill Slanger, Frank Yazdani, and Sandy Sprafka.

The meeting adjourned at 9:00 a.m.