

Steering Committee Minutes 11-25-02

Those present in Hickman Dining room (4 pm) included the following individuals: Barry Backhaus, Terri Curry, Bill Deeds, Ron Jorgensen, Mary Leida, Lillian Lopez, Georgie Mrla, Steve Nimmo, Cathee Phillips, John Pinto, Tom Rice, Beth Sibenaller, Cindy Welp.

The minutes of the previous meeting were approved as presented.

Reports from the subcommittees followed:

Chapter 2 – Response to previous NCA report. Bill Deeds reported that the committee has not yet met in person but will meet in January.

Chapter 3 – GIRs. No report available.

Chapter 4 – Criterion 1. John Pinto reported that this subcommittee has met once and spent most of their time in preliminary discussion focused on the definition of ‘purpose’ at Morningside College. They are considering a survey related to purpose, to see if constituents of the college agree on what constitutes our purpose. Such a survey would be sent to Nimmo and Leida for distribution.

Chapter 5 – Criterion 2. Ron Jorgensen reported that this subcommittee has met once or twice since the last steering committee meeting. Each member has an assignment and is working to gather data. They hope to analyze the data in January. The nature of the data that they are compiling is materials already available in the business office or other college location. So far they have not sent data requests to Nimmo and Leida, but they will have some requests.

Chapter 6 – Criterion 3. Tom Rice reported that the first meeting of this subcommittee will be November 26; at that time assignments will be made. Printed material has been sent to each subcommittee member and they are reading in preparation for their work.

Chapter 7 – Criterion 4. Terri Curry reported that subcommittee members are reading materials in preparation of their first meeting.

Chapter 8 – Criterion 5. Beth Sibenaller reported that they have discovered that appropriate materials are either available or not available. They are considering an integrity survey to gather information for their report.

The co-chairs asked subcommittees to reconsider their compositions at this time. It is not too late to add a member or two if needed to increase communication to the college constituents or to have a resource from another college constituency. However, it is not the responsibility of any subcommittee to formally communicate to the college constituencies. We do want a high level of awareness that the self-study work is proceeding.

Next we discussed the availability of a resource room where materials can be gathered and stored during the self-study. Such a room will be available in mid-January; each subcommittee chair will be provided with a key so all of those working on the self-study can share access to resources that are gathered. Nimmo and Leida should be informed about WHAT each subcommittee is gathering; in turn they will inform the steering committee so efforts are not duplicated. In addition, we hope to go to faculty, staff, etc. only once in requesting information that is not already available, so any requests for new information should be coordinated by Steve and Mary.

Finally, the questions submitted by Cathee Phillips regarding the style of the report were discussed. We agreed that we will refer to the herd book as the Campus Directory. Buildings should be given their full name (what is on the outside of the building) so campus visitors can easily identify them. Data should be inserted into the body of the report whenever possible, keeping it easily accessible for the reader. The last self-study report will be used as a guide since copies are available to each subcommittee.

Steering committee members were reminded of the timeline set for the self-study.