

Criterion 2  
Minutes 01-20-09

Mr. Franco called to meeting to order at 1:10 p.m. Members present were Jennifer Ball, John Boyd, Paula Gower, Michael Boyle, Mike Franco, Paul Buckelew, Mary McCoy, and Sunny Garner.

A motion was then made to approve the minutes. It was seconded and approved by the members present.

The chair gave an update of the months prior Steering Committee. At the Steering Committee it was noted that Dr. Aquino has invited all the other subcommittees to a social gathering on Friday February 6<sup>th</sup> from 5 to 7 p.m.

Another item brought up at the Steering Committee was who the author of the H.L.C. report would be. Bertha Wise suggested that we ask Jane Carney to do it. As of now she has not agreed to do it. However, Mr. Franco stated that he would do it if the release time was sufficient.

Mike then explained the timeline to the members present. It is as follows: Last semester organizing, Spring 2009 semester data collection, Spring 2010 1<sup>st</sup> draft written and circulated, Fall 2010 draft revised, Spring 2011 final draft, Fall 2011 done.

It was also noted that all the subcommittees were having similar problems. One of the main problems noted was getting committee members to show up at the scheduled times. To combat these problems members should in future contact their chair in advance and send a substitute to take notes.

At the conclusion of the Steering Committee update John Boyd asked if it would be possible to correlate the criteria from 10 years ago to today's criteria. In other words create a map of the correspondence of criteria. Mr. Franco noted that was a good idea.

The Chair then reported that Steven Crynes will get a list of old artifacts. He also added that the ANGEL site contains the minutes and test discussion threads. Each site should allow for communication within subcommittees and without. Mr. Franco stated that he would be a site course editor. The chair added that on Sunday he would try to add all the meeting dates in the site.

Meeting dates were then posted. The dates are as follows February 6<sup>th</sup>, February 27<sup>th</sup>, March 13<sup>th</sup>, April 3<sup>rd</sup>, and April 24<sup>th</sup> from 1 p.m. to 2 p.m.

The committee decided to look at Core Component 2a. The committee discussed documents that could be used as evidence to support this component. (There was lots of side discussion here and the author did not catch every document.)

Documents

- The Way Forward and Why it Matters
- Achieving the Dream
- SAS Portal (contact Stu Harvey)
- Technology (contact Stu Harvey)
- Division budget initiatives
- Division budget initiatives

It was also noted that we should talk to Deans and Department Heads concerning initiatives, grants, etc. over the past ten years that have or will prepare OCCC for the future.

Mike then asked everyone should find document names they want defined and identify contact people.