

September 25, 2009 HLC Subcommittee 2

Present: Sunny Garner, Mary McCoy, John Boyd, Michael Boyle, Paul Buckelew, Michael Franco, Paula Gower

The meeting was called to order by Michael Franco, Chair, on September 25th at 1:05 p.m.

The first order of business was to set up dates for the next meetings. The dates chosen were October 9th at 1:00 o'clock and November 6th also at 1:00 o'clock.

Mike brought up the issue that he felt like our group was lagging behind. However, having talked to other groups he found out that we are keeping pace with them.

Mr. Franco then brought up the fact that Kayla Fessler, who is chair of another subcommittee, was requesting statistics and data concerning the use of the OCCC labs. Mike suggested that we may also need this information in regards to future allocation of resources. The labs that were mentioned were the Math Lab, Communications Lab, Accounting Lab, Computer Lab, and the Child Development Lab.

Mr. Franco stated that most of our future planning had to do with growth. He added that perhaps we should also discuss future planning that involved downsizing. The examples he mentioned were planning operations with reduced budgets and closing down programs that were not being utilized. Mike thought that the supporting data for these decisions could be interviews with the appropriate personal. John stated that he would be happy to be the contact person with regard to the resource base and budget allocation. Mr. Boyd added that we could look at our old budgets that list payroll and operating costs separately.

It was then noted that the College has an annual Academic Plan which maps out topics such as new programs etc. and an Annual Plan that covers the whole institution. Someone added that Stu Harvey would have these on hand.

Paula Gower then proceeded to show the group a site that has a lot of important documentation. (the link is www.occc.edu/recap/reports) Paula showed the group some key documents that were accessible through the site.

Michael Boyle, component 2B, was concerned how to access these documents through ANGEL and was concerned that there was no place to put electronic documentation.

Paula said that she would talk to Bertha about creating a website outside of Angel to store information. John suggested that we might simply store things on this site by year so that all information is easy to access. This would also allow us to create links within our report and also give the HLC an online resource to find our information.

Paula also said that she has been look at the websites that other schools created in anticipation of their HLC visits.

Mike F. motioned to adjourn at 2:00; Sunny seconded.

Meeting was adjourned.