

**DABCC Accreditation Steering Committee
Informational Meeting
October 20, 2005**

MINUTES

Steering Committee

Present: Joyce Bradley, Tim Chappell, Nancy Cross, Doug Layer, Fred Lillibridge, Martha McCaslin, Susan Williams, Susan Wood

Absent: Anna Chieffo, Kristina Gordon, Molly Morris, Kim Seifert, Rene Sierra

Recorder: Sherilyn Noble

The meeting was called to order at 3:35 p.m. Nancy Cross announced Ike Ledesma has joined the Criterion 1 sub committee and needs to be added to the Committee List.

Approve Minutes

The September 16, 2005, minutes were approved as written.

Co-Coordinator's Progress Report

Fred Lillibridge asked the committee to review the NMSU HLC/NCA Steering Committee Meeting and Timeline of September 27, 2005 handout. He noted the update of the DABCC Strategic Plan will be changed to line-up with the April 2008 site visit. The last update was in 1998.

New Mission Statement Report and Discussion – Nancy Cross and Tim Chappell

There was discussion on the changes that Dr. Huerta and the Executive Team suggested. Dr. Huerta is reviewing those changes and should present the draft to the Advisory Board on December 1. Tim must have the final draft to Dr. Huerta by November 4. The HLC Committee suggests that under the Value Statement the wording *Community and:* ... should be changed to read *Communities that build:...* It was suggested that some of the committee members need to attend the board meeting. Tim Chappell and Nancy Cross will meet with Anna Chieffo to discuss the changes. They will ask Dr. Chieffo to be take the lead in receiving and reporting feedback from Dr. Huerta.

Tim Chappell gave a set of the comments from Professional Development Day to Susan Wood, Fred Lillibridge, and a copy for record. Sherilyn will make a copy for Anna Chieffo.

PIF Progress Report—Susan Wood

Susan Wood presented the PIF Draft to the HLC Committee. The PIF Draft was updated as the committee discussed each PIF Eligibility Requirement. Fred Lillibridge with work with getting information to Susan Wood on Number 12 and the committee will assist with Number 9.

Fred Lillibridge stated that we have made tremendous progress and we need to stay on track with our deadlines. December 5th is Susan Woods' deadline for the Final PIF. We should meet one more time to reviews and comment on the PIF draft.

General Discussion

Susan Williams stated that John Taylor suggests we send as many people to the HLC Conference as possible. Faculty Council will pay for some to go. Anna Chieffo and Fred Lillibridge will pay for Susan Wood. It would be good to send at least one co chair from each Criterion. Susan Williams, Doug Layer, Tim Chappell, Rene Sierra, and Martha McCaslin stated they would like to attend. Susan Williams will put a proposal together and present to Dr. Chieffo and Faculty Council.

Next meeting is scheduled for November 17, at 3:30 p.m., in the ACR.

Meeting adjourned at 5:02 p.m.