

SSC2 – Minutes of

Thursday, September 30th Meeting

3:30-4:30

Cowles Library – Conference Room

1. Introductions - Icebreaker

Sally Beiser lead an icebreaker exercise.

2. Ground Rules

Rod Henshaw presented a set of committee operational ground rules:

Ground Rules:

- Trust each other/ Be honest
- Meetings will be agenda driven
- Keep to one hour (or the agreed upon meeting time/length)
- Make best effort to attend; communicate if unable to attend
- Workload of committee should not cause undue stress; if it does, please communicate this to someone

Calander: Bi-weekly, Thursdays, 3:30, Cowles Conference Room

3. Plan of Work

Henshaw and Beiser lead a discussion of the committee's purpose and objectives. Some of the issues/questions that were identified, included the following:

- Is the objective of the committee to actually plan for the future or to determine whether Drake was adequately planning for future?
- What type of input will the committee seek out?
- What will be the final product of the committee? A report?
- What methodology will we use?

The discussion lead to the following initial responses to these questions:

Our initial objective is to examine the “current state” of institutional compliance with Criterion Two and the four core Components. Based on the results of that investigation,

we may want to use the results to develop a model that would “visualize” how criteria two links up with the mission (perhaps linking to a model that John Burney has already partially developed). With the model in hand, we may need to develop recommendations for processes that allow the institution to better fulfill the intent of Criterion Two. A “report” will be a by-product of our work, but unlike the last accreditation effort, it is not the sole and primary focus. Our goal is to insure that Drake has an integrated, participatory process for planning, goal setting, resource allocation, and the effective use of information for assessing the quality of our programs. The focus is *processes* NOT just documentation.

4. Next Steps

Our next meeting will be Thursday, October 14th at 3:30 in the Cowles Conference Room.

The objective of the next meeting is to begin the analysis of the “current state” through the context of the core components of criteria two.

5. Plus/Delta Exercise

The meeting concluded with a brief exercise to identify the positives of the meeting, and areas that perhaps need to be improved:

Pluses and Minuses (Delta) of meeting:

Plus

Getting direction
Participatory nature of meeting
Response was good
Gained knowledge of outcome
Ended on time

Minuses (Delta):

Not completely clear on direction
Need objective for each meeting
Some fear concerning what is going to be involved