CALL TO ORDER

Professor Stokes called the meeting to order and announced that the minutes of the January 24, 2001 meeting will be approved at the April meeting.

WEB SITE DESIGNS

Dr. Beth Stroble presented web page designs for consideration. She said more design suggestions will be considered when the web team meets with web master, Eric Kreider and the final design will conform with University web page policy and design standards. Dr. Tom Gaylord said the web team should be able to address the committee’s web page project later in April.

THE PRELIMINARY PLAN

Dr. Auburn led a discussion on suggestions and edits to the preliminary self-study plan, which will be mailed to NCA in early April. Edits and changes are to be given to Bonnie Mulhollan who will incorporate them into the final plan which will be discussed again at the April 11, 2001 meeting.

There was a short discussion on whether focus groups led by a professional monitor could be used for collecting information for the comprehensive visit, similar to those used for the focused visit. Dr. Auburn said that this might be a good method to use in conjunction with Criterion Five.

CAMPUK KICK OFF

It was decided that the third week in April would be a good time to announce the NCA visit on campus and in the community. All forms of media will be used such as the E-Mail Digest, Akron Update, Akron Magazine, press releases, the Buchtelite, and Beacon Journal. Others people suggested for assistance with this were Paul Herold, Assistant Vice President for Public Affairs, and Kathy Morrison of the Student Organizations Office. It was suggested that an announcement also be made at the April 1 Faculty Senate meeting and the April Board of Trustees meeting. Volunteers to help with the Kick-Off Campaign are Phyllis O’Connor, Mark Auburn, and Robert Veillette.

SUBCOMMITTEES

Nancy Stokes will name chairs for the subcommittees. Mark Auburn reminded the committee that campus people not on the steering committee, who have certain expertise in various areas, need to be invited to participate on the subcommittees.

NCA ANNUAL MEETING

Those attending the annual meeting in Chicago on March 31 to April 3, 2001, are:
Nancy Stokes
Charlene Reed (making a presentation)
ADJOURNMENT

Professor Stokes adjourned the meeting at 2:35 p.m.

NEXT MEETING

The next meeting of the self-study steering committee will be Wednesday, April 11, 2001, at 1:30 p.m. in the Board of Trustees Room in Gardner Student Center.