

**NEASC - Sixth Meeting of Steering Committee**

May 2, 2011

Mazzaferro Center

*Minutes of the Meeting:*

**Attendees:** *Diane Lucas, Matt Costello, Shirley Wagner, Paul Weizer, Sherry Horeanopoulos, Terry Carroll, Sheila Sykes, Linda McKay, Christine Dee, Jane Fiske, Patrice Gray, Ann Howard, Bill Flynn, Rob Pontbriand, Charles Sides*

**Excused:** Eric Gregoire, Michael Fiorentino, Cathy Canney, Mel Govindan, Michael Shanley, John Chetro-Szivos

The meeting was called to order at 3:30pm

Shirley announced that the composition of the visiting team – Chairperson - is named: Dr. Nancy E. Carriuro, President of Rhode Island College.

The agenda is as follows:

- 1) Dates for future meetings
- 2) Review of NEASC Survey
- 3) Assessment Day
- 4) Review Standards 7,8 &9

**Agenda item 1 – Dates for future meetings:**

May 9 - President's Hall

May 16 - Miller Hall

May 23<sup>rd</sup> – Assessment Day (Percival)

June 13 – Potential Meeting

**Agenda item 2 – Survey**

Terry discussed/presented the results of the survey. Sherry handed out paper copies of the comments. 1292 respondents began the survey. Questions and stats were reviewed. Terry emailed the statistical results to all. Paul asked if there were any items (like the survey) that the Steering Committee thought should be publicly available, please let he and Shirley know.

**Agenda item 3 – Assessment Day**

NEASC will have the morning session from 9:00 – 12:00. Afternoon will be other Assessment activities. Terry thought an explanation of what the self assessment was about would be appropriate – then, other sessions by subcommittees talking about the work they have done. Breakout sessions will be with the SubCommittee chairs.

Also suggested to discuss the context of the study, and the details of the subcommittee work on the Standards (see the process “up close”). Discuss expectations of the three day visit (i.e., Classroom visits? Meetings with students and faculty?) New faculty have not undergone a NEASC Study at FSU.

Steering Committee members should attend the breakouts related to the standards papers they are reading. Please take notes on the meeting for reporting back to the Steering Committee. (Should people fill out index cards as has been done before?) Feedback is useful to the committee, however it should be directed and purposeful. **Questions:** “Was this session helpful/clear?” or “Now that you have this information, what else do you need to know?” “Did the session reflect your understanding of the Standard?” “Are there other issues need to be addressed?” – “If so, what?” Color code the cards so the sessions can be kept together in the stacks.

**Schedule:**

(9:00 – Noon)

Coffee at 8:30.

9:00 - 1 hour, 15 minutes - Plenary

45 Minutes of the breakouts – 5 rooms, 2 sessions each

**Agenda item 4 – Review Standards 7, 8 and 9 for meeting on May 9.**

Reminder of the Subcommittee Membership

**Subcommittees**

*(Subcom Leaders):*

Mission and Purposes – John CS, Bill F, Eric G

*(Bill)*

Academic Programs – Mike Fiorentino, Jane F, Patrice G, Rob P

*(Patrice)*

Students – Matt C, Mel G,

*(Mel)*

Library, Information Services – Sheila S, Sherry H, Diane L, Ann H

*(Sheila)*

Public Disclosure and Integrity – Mike S, Terry C, Linda

*(Mike)*

Super-Subcommittee - Cathy C, Christine D, Charles S, Shirley W, Paul W

*(Paul/Shirley)*

**Next Meeting: Monday, May 9<sup>th</sup>, President's Hall**

Respectfully submitted,  
Sherry Horeanopoulos