

Middle States Steering Committee Meeting Follow-Up Notes
Wednesday, April 7, 2010 at 4:15pm
President's Office Conference Room

- The liaisons discussed their individual working group meetings and stated the following:

-Merce Pujol of Working Group #1 said Cynthia and Yvette were very prepared and on time. They had a brainstorming activity and have already come up with possible questions. They met in room B-505.

-Juan Preciado of Working Group #5 said that Lew was extremely ready with documents and information. Juan helped to look up elements in the booklets, but otherwise Lew was fine on his own and without direction. They came up with 2 or 3 questions that were the most pressing matters for the college. They met in A-336.

-Nat Cruz- They went over protocol and instructions. Reviewed sample questions and need to go through the literature that was made available to the members of the working group. Started to look at items that need to be addressed and researched in respect to the college. Attendance was not as strong as he expected and believes members might need to be tracked down. Sample questions are in a developing stage. Met in the library at 3:30 with Elisabeth Tappeiner but not Mercedes Moscat because she is home recovering from knee surgery.

-Alice Cunningham- met twice before this meeting with Chair and Co-Chair. Came up with set of draft questions. Was met with some resistance by the chair and co-chair, Linda Alexander Wallace and Sandy Figueroa. Was told to not come to any more meetings. Main issue was very poor attendance. She was advised that her presence at the meetings was not necessary.

-VP Zoe- Group #6 with the 3 standards. 14/16 were present. They reviewed Burlington Community College's Study. Roland Velez and Nellie Justicia came to meeting with prepared questions, but most people didn't read the materials that were outlined for them so it was hard to maintain a discussion. They met in the big conference room in OAA B-465. Main issue was that people didn't understand/read the standards so it was hard to explain the questions when everyone was unprepared. **Drew Hubner was replaced with Lorraine Altman**

-Professors Ruiz and Diaz- met in Allied Health room A-307. Mostly everybody attended. Christine was very well prepared because she met a few times with Richard beforehand to ask questions in regards to the literature. Deirdre Aherne was very organized with docmunets and ready for the meeting. However some people were unprepared. Christine has already prepared a few questions but didn't want to give the members her own because she didn't want to influence everyone else's ideas. When

everyone meets again on the 14th they will pool their questions and pick out the ones that are repetitive and most popular.

- The next time we will meet is on Monday, April 19th. All questions are due by the 14th of April.
- Professor Diaz went over the report that Anna Pond put together from the College-Wide Open Forum. The steering committee looked over the general themes of the college.
- VP Zoe discussed the strategic planning meeting that the Cabinet had and how there were a few changes from the goals that Anna put together for Middle States but were similar overall.
- Professor Ruiz mentioned that some committee members will need to start providing documents to Anna so that she can start to write for the design. Anna will then create the frame for the document and the only holes that need to be filled will be the questions.