

**Criterion #5 Subcommittee  
Minutes of January 27,2003**

The committee met on December 3, 2002, in the Conference Room of the Music Library.

Present: Alana Cline, Rebecca Macon, Ken McConnellogue, Tony Montoya, Rick Silverman, Phil Wishon, Kathleen Rountree

Absent: Steve Gustafson

The primary agenda item for this meeting was compilation of various materials and reports that provide an overview of the university's activities through which external communities are engaged.

Topic One: Discussion of the materials submitted, and listing of those yet needed. Assignment of follow-up information needed, and analysis of any areas not previously addressed.

Topic Two: Preliminary discussion of the process of compiling these materials into a cohesive chapter that addresses the various issues raised by NCA in Criterion Five.

Assignment: if not completed, each committee member needs to complete compilation of materials on their assigned area, or follow-up if assigned, by Feb. 13. Submit all materials to the Chair by that date so that a complete compilation can be made available to all committee members by the Feb. 20 meeting.

NEXT MEETING: February 20, 3:30-5:00, in the McMillan Room of the Music Library.