



**Criterion #5 Subcommittee
Minutes of December 3, 2002**

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, Kathleen Rountree

Absent: Steve Gustafson, Phil Wishon

After a brief review of the previous meeting, the committee proceeded to identify a first draft list of the various external communities with which UNC engages.

It was agreed to organize the list by subject of interest, rather than geography, for the most efficient gathering of information.

Each community group was assigned to the most logical committee member for information gathering before the next meeting. Where no specialist in that area was on the committee, an individual was identified to request information.

Assignment: each committee member is to return to the next meeting with snapshot information on the activities of their assigned area, for group discussion.

Discussion Topics:

- + Will this organizational structure be the best for the final document? Decision postponed until later stages.
- + What degree of detail is necessary on each program or activity? Because there are so many, a snapshot of each should be sufficient.
- + Do we need to evaluate each outreach activity by all the subcriterion? No, the subquestions can be discussed in the aggregate.
- + How will we document the community's value of the programs, or that we have consulted the community on what programs they need/want? Kathleen will talk to Kay about a possible open forum with some community leaders, perhaps sponsored by the Office of the President, at which these issues would be discussed.

NEXT MEETING: January 27, 3:30-5:30, in the McMillan Room of the Music Library.