



NCA CRITERION 3 COMMITTEE
Minutes
Of
24 September 2002 Meeting

The meeting was called to order by Co-chairs Curt Peterson and Debora Scheffel in the Biology Conference Room, 2480 B Ross Hall. All members were present.

Following introductions of members, several handouts were distributed to members.

Next the charge and duties to this committee were briefly discussed and then the timetable for completion of the self-study that will result from the reviews by each of the five Criterion committees was discussed. Essentially the charge to this committee is to gather information from academic units that relate to criterion 3, review and assess the information provided, and then report back to the NCA Steering Committee on our findings by spring 2003.

The University of Northern Iowa 2000 NCA Self-Study Report was presented as the model that UNC would attempt to follow in preparing a self-study report.

Co-chairs Peterson and Scheffel indicated that they would begin to prepare exhibits for gathering information that would be brought to the next meeting of the committee.

Future meeting times were then determined in order for the committee to meet the spring 2003 deadline for submission of materials and a report to the NCA Steering Committee. The members agreed to meet three more times during fall semester as follows:

- 3:30-5:00 pm, 21 October 2002 in the Biology Conference Room
- 3:30-5:00 pm, 4 November 2002 in the same location
- 3:30-5:00 pm, 18 November 2002 in the same location

The meeting adjourned at ~ 5:00 pm.