

**Higher Learning Commission**  
of the North Central Association of Schools and Colleges

**Self Study Steering Committee Minutes**

October 27, 2008

**PRESENT:** Pam Koenig, Jessica Isaacs, Dave Helseth, Jeff Cox, Paula Rutledge, Donna Chambers, Marta Osby, Tracy Jacomo, Dr. Paul Gasparro, Yashanda Scruggs, Lana Reynolds, Patricia Cokeley, Rita Story-Schell, Larry Vickers, Tina Jones, Jack Whisennand, Dr. Brad Walck, Katherine Benton

**ABSENT:** Kathy Hoover, Dianna O'Connell, Cynthia Yerby

**GUESTS:** Dr. Jim Utterback

**I. CALL TO ORDER**

Pam Koenig called the meeting to order

**II. MINUTES**

Tracy Jacomo moved to approve the minutes from 5-6-08; Marta Osby seconded; motion carried.

**III. UPDATES**

A. After review of all Criterion and Federal Compliance data submissions September 15, 2008, a Punch List of 191 items resulted. As of this date, 109 of those items had been completed (in 10 days), with the remaining due October 31, 2008. The process is 45 days behind, and the timeline has been adjusted.

**IV. NEW BUSINESS**

A. Discussion ensued relating to the document "Team's Advice and Suggestions for Institutional Improvement" draft dated 10-22-08. Suggestions additions/corrections by Item number:

1. No additions.
2. Additional items: NASA recommended list of literature for Native American literature class. Check with Marguerite about offerings of books, films, etc., pertaining to Native Americans in BLIB. Use picture of 7 Belles [Koenig subsequently received slide from Dr. Utterback]. Make comparison of county and service area Native population compared to student population (need access to census data). Native American art donation from Melvin Moran (atmosphere). Ben Walkingstick created a scholarship in honor of his aunt, for Native American females attending SSC. The President served 3 years on the referenced commission and is now on the board of the AACC as a result. All 3 current SGA officers are American Indians. NASA is planning a powwow on campus. Cedar Shirey's current scholarship. Terry Spenser (sp), Education Director of the Seminole Nation, helps recruit students for the college and assisted in the review of scholarship applications for the PLC. Chief of the Seminoles of Florida has invited us to come to their high school recruitment day.

3. Additional item: Employee tuition
4. Analyze the faculty:student ratio for science and nursing as well, to account for clinicals and labs
5. Funds for athletics come from student fees, not E&G. Percentage of full-time student-athletes in relation to other full-time students. Percentage of budget that goes to athletics in contrast to already-stated % to Instruction.
6. Delete \$6,000. Re-examine expenditures printout from Benton to look for tuition reimbursement to make sure we have all possible degrees earned accounted for. Obtain from K. Kirk, Chair of Faculty Senate Professional Development Committee, documentation supporting professional development awards.
7. No additions.
8. Consider cutting "letter of the law" statement. Should probably check on comparison of percentage of females on athletic scholarship in relation to percentage of female students on campus. Could make statement may never achieve parity there, but we do offer the opportunity (see new female sports). Made progress. Also look at document presented to OSRHE/USDOE "Equity in Athletics" to make sure we are using the right data.

#### V. OTHER BUSINESS

As the meeting was to be held to an hour, and the task was not completed, the committee agreed to meet again on Thursday, November 6, at 2:00 in Haney 122 to complete the task.

VI. Meeting was adjourned at 3:05pm