Attendees:
Sarah Burnett (Co-chair), Lisa Nelson (Co-chair), David Mills, Andres Elizalde, Heather Gonzales, Arend Flick, Gabriela Gamiz, Greg Aycock,

The committee met and discussed the overall purpose of the Institutional Mission and Effectiveness Committee. We looked at the two sections of Standard I and Sarah and Lisa asked the tenured faculty to provide some historical background on the Strategic Planning process and the role of the Institutional Mission and Effectiveness committee.

David provided copies of the current District Mission statement and the most recent Norco statement and we discussed how we want to move forward with updating/generating a new Mission Statement. Sarah provided copies of the list of campus responsibilities that has been assigned to this committee and questioned whether this list is different from the details listed in the Standards – the group made a decision to focus on the specific points that are detailed in the Standards.

Concerns were expressed regarding the committee's ability to effectively work on section 1B of Standard I, considering that many of the processes listed in 1B are controlled at a District level.

Action Plan:
1. Arend Flick will locate Mission Statements (MS) from Community College’s that have most recently completed the accreditation process
2. The committee will look at the MS found by Arend and see how other College’s have interpreted the Standards
3. David Mills will touch base with the other chairs/co-chairs for Institutional Mission and Effectiveness on the City and Mo Val Campus to see how they are proceeding with their Mission Statements and addressing Part B
4. Arend will talk with Kristina Kauffman or Sylvia Thomas to get clarification on how we should approach addressing Part B of Standard I.

Next Meeting date: March 14, 2006 from 12:40-1:40 at the Child Development Center Conference Room