



SELF-STUDY STEERING COMMITTEE MEETING
January 16, 2014
1:30 – 3:00 p.m., Room A-318

AGENDA

- Welcome and Introduction
- Central Theme - Presidential Charge for Self-Study
- Global Timeline for Self-Study Phase
- First Set of Priorities
 - Draft self-study research questions
 - Draft self-study outcomes statement – what do we want to get out of the self-study, in addition to demonstrating our compliances with the 14 Standards of Excellence?
 - Prep and be available for MSCHE Liaison, Ellie Fogarty's visit on **March 4th**
 - Assignment to Working Group
 - Set meeting dates

Working Session:

- Review, select and edit/polish self-study research questions based on President Walter's charge for self-study

New Business ?

Self-Study Steering Committee Meeting
Jan. 16, 2014 | 1:30 – 3:00 P.M. | Rm A-318

Meeting Minutes

- Welcome and Introduction
 - Co-Chair Sony Tiwari was introduced to the Committee and Co-Chair Yun Kim thanked Gail Fernandez for her contributions and agree to also step in as her back up throughout the Self-Study Process
- Review of Meeting Material and Timeline
 - * Yun Kim briefly discussed how the Steering Committee members were appointed, and updated the progress in finalizing Working Group co-chairs.
 - * Yun also pointed out several individuals serving the work of the Steering Committee. They are:
 - Larry Hlavenka, Managing Director of PR. Larry, Gail and Sony are the Communication Team.
 - Tonia McKoy, Managing Director of IR, She will be the data and research support
 - Bill Mullaney and Gail Fernandez volunteered to serve as the final editors.

Yun asked the Committee members to recommend names of their colleagues who would be ideal working group members.

 - * Yun reviewed the overall timeline for the next 6 semesters. She emphasized that these are highlights and many details must be worked on. She also shared Reading Community College's Self Study Design that was part to the Self-Study Institute Bill Mullaney and she attended in Nov. 2013.
 - * Yun shared the central theme President Walter charged the Committee –

To assure Bergen Community College has a vigorous learning environment singularly focused on student learning and student success.
- First Set of Priorities
 - * Sony discussed and reviewed the following priorities that the Committee will be working on
 - Draft and edit self-study research questions – these will be further refined with the Working Group Co-Chairs (as soon as these are finalized)
 - Draft self-study outcomes statement – what do we want to get out of the self-study in addition to demonstrating Bergen is in compliance with the 14 Standards?
 - Prepare for MSCHE Liaison Dr. Ellie Fogarty's visit on March 4th
 - Assign liaisons to 8 Working Groups
- Group Work
 - * The Committee was divided into two groups to review and discuss self-study research questions drafted by Gail, Sony and Yun.
 - * Gail will reflect the Committee's discussion with revised question. These will be distributed before the next meeting.

- Liaison to Working Groups:

- Working Group 1: Mission, Goals, and Integrity – Keith Chu & Linda Hall
- Working Group 2: Planning, Resources and Inst. Renewal – Sandra Sroka
- Working Group 3: Leadership, Governance, and Administration – Tracy Miceli
- Working Group 4: Student Admissions and Support Services – Jennifer Migliorino-Reyes
- Working Group 5: Faculty – Annemarie Roscello
- Working Group 6: Educational Offerings – Andrew Tomko
- Working Group 7: General Education and Related Educational Activities – Michael Redmond
- Working Group 8: Institutional Assessment & Student Learning – Sharyne Miller & Linda Emr

- Next Meeting Date: January 30, 2014, 3:00 – 4:30 p.m.