The first meeting of the Long Range Planning Committee for the 2010/2011 academic year was called to order at 2:00pm on Friday, October 15, 2010 in CETES room 105 by committee chair, David Fennema.

Discussion committee members reviewed the minutes of the April 16, 2010, meeting. A spelling revision was made to discussion item seven.

Chair David Fennema welcomed the members of the Long Range Planning committee to the first meeting of the year. Fennema stated that the objective for this meeting was to set the agenda for this year and to prioritize the topics from the April 16, 2010 minutes.

David Fennema opened the floor for discussion.

1. **Assessment Coordinator Appearance**

   Vice President McArthur spoke about how HLC collects data and determines demographics.

   It was suggested that an invitation be extended to the new assessment coordinator to appear before the Long Range Planning committee to discuss the HLC (North Central) outcomes. Maurissa Buchwald, Director of Human Resources can present the data when she appears before the committee.

2. **PQIR Assistance Software**
A discussion took place about the software Weave. Weave online is computer software that would fit with PQIR process and possibly help with conversation back and forth with faculty. The weave software could assist in process of collecting data and help with preparation for the next HLC review.

### New Faculty Mentorship and Assistance

**DISCUSSION**

There was concern regarding the assistance provided to incoming faculty. It was stated that a leadership program would assist new incoming faculty. The faculty could possibly have an assigned faculty mentor. Vice President McArthur spoke about how 60% of faculty members teach overloads, and then stated that the committee could continue to look into this topic, as it’s important for retaining faculty. Courtney Glazer suggested that the committee invite the Faculty Development Chair Benson Warren, to speak about faculty orientation. Chair David Fennema suggested that the Faculty Development Chair, provide a presentation on mentorship on Thursday, December 2, 8:30am. Vice President McArthur then read from the faculty handbook stating that the chairs serve as a mentor. We just need accountability to be in place for mentoring. Vice President McArthur then stated that he would bring to the November 16, 2010 meeting the new faculty handbook for the committee to review.

### Current Measures on Attracting Students

**DISCUSSION**

Discussion took place on what measures are in place to attract students. The committee discussed tuition increase and Chair David Fennema suggested that Dr. Odo, Professor and chair of Criminal Justice and Sociology give a presentation over the current recruitment process and the verbal responses from the HLC visit. It was suggested that the presentation be given to the committee for the Thursday, December 2, 8:30am or in January.

### What will the faculty anticipate the next three year?

**DISCUSSION**

A brief discussion over the next two topics took place and topics will be kept on the table.

### Should presentation and mentorship count towards Tenure?

**Faculty Expectation Review Committee**

Andrew Baker moved to adjourn the meeting. Abbas Johair seconded the motion. The meeting was adjourned at 2:55 p.m.