

**NEASC Standards Team**  
**Standard Two: Planning and Evaluation**  
**January 10, 2012**  
**12-1pm**  
**Meeting Minutes**

**Present:** Vin Balasco, Langdon Clough, Jerry Hatfield, Bill LeBlanc, Paula Marcello, Jane King

The group reviewed and discussed the “appraisal” presentation and agreed that it was a fair and thorough representation of our discussions and findings thus far.

In light of our discussion regarding the lack of an integrated planning process at the college, the committee discussed a strategy for collecting planning processes and documents from across the college in an attempt to determine the extent of individual, discrete planning processes that are occurring.

Vin shared a draft college wide survey to help us compile an inventory of planning processes and documents that are currently in existence.

It was recommended that the survey be sent to the President and VPs and ask that they (VPs) distribute it to all departments in their respective areas and attempt to get as strong a response as possible back.

Buy in from the President’s council is important; Bill agreed to bring it up at the next President’s Council, emphasizing its purpose and importance.

It was suggested that a new sub section of the CCRI Home Page for “NEASC 2014” be created, which if available in a timely manner would be a good spot to explain and emphasize this survey.

See revised survey form attached.

**Next Meeting:**

Thursday, November 10th

12:00pm

Room 0028