Nobel Strengths, Needs, Opportunities, and Threats Assessment (SNOTA) Team
Meeting Minutes

Date, Time and Location: February 8, 2006, 8:00 AM, Biology Conference Room

Present: Scott Bur, Mark Bjelland, Jeff Dahlseid, Brenda Kelly, Jeff Jeremiason, and Cindy Johnson-Groh.
Absent: Mike Ferragamo, Carolyn Dobler, and Russ Shapiro

A. Discussed the upcoming PKAL workshop at Meredith, College in Raleigh, NC on March 3-6, 2006. Jeff Jeremiason, Jeff Dahlseid, Scott Bur, and Cindy Johnson-Groh will be attending. There will be 29 groups attending this workshop. The committee has been asked to think about "one burning question" to ask at the workshop. Also, those not attending are asked to look over the agenda and submit questions they may have to those who will attend.

B. Discussed the PKAL report, which is in response to the report generated from the on-campus consultation. Cindy suggested that she will "write" it, but each of the committee members will be delegated some part.

C. Requests to departments concerning instrumentation (new or planned) were discussed. Cindy suggested that it would be best if departmental liaisons would convey the requests at departmental meetings. Mark will communicate the request to Russ, and Jeff Dahlseid will speak with Mike Farragamo. Jeff Dahlseid also voiced a concern about programs communicating needs/plans with appropriate departments.

D. SNOTA deliverable: Discussed what "product" the SNOTA committee would produce. Cindy suggested a document that reports on the "Vision for Science and Nobel Hall." The question was raised if we this group is able to speak for the division or if we are only focusing on Nobel Hall. This discussion gets to the "are we 1 committee or 2?" question. Again, the committee does not think it is time for divisional discussions. Mark suggested an "Executive Summary" focusing on SNOT criteria (Strengths, Needs, Opportunities, and Threats). Jeff Dahlseid suggested a "dual comparison: Institutions that Gustavus uses for peer comparison and those that we see as regional competitors.

1. Report will focus on SNOT criteria (Strengths, Needs, Opportunities, and Threats).
2. Each person on the committee will examine several "peer" and "competitor" institutions to gather facts for the report.
3. Starting with Threats, we will look into
   a. Number of science buildings
   b. Age of science buildings
   c. If recent (or recently expanded since 2000) try to get cost estimate and innovative programs, if any, around which the building was designed.
d. If new buildings are planned in near term

e. Size (based upon number of majors in the programs housed in these buildings).

f. Grants for support of student research (NSF, NIH, or programatic grants like Hughes)

g. Cindy will circulate the list of institutions

E. Cindy will call a Nobel Hall meeting for April (on a Friday at 4:00) date to be announced. This is in response to the request at the last building-wide meeting that there be regular building-wide communication.