

**APPROVED**

**NCA Executive Committee Conference Call  
December 13, 2010  
Minutes**

**Participating in the Call**

Dawn O. Braithwaite, President; Lynn H. Turner, First Vice President; Richard West, Second Vice President; Lynn M. Disbrow, Educational Policies Board Director; Roseann Mandziuk, Finance Board Director; Ronald L. Jackson, Finance Board Member; Ronald E. Shields, Finance Board Member; David Henry, Publications Board Director; James Darsey, Research Board Director; Betsy Wackernagel Bach, Associate Director for Research Initiatives; Mark Fernando, Senior Manager of Communications; Heather Franklin, Executive Assistant; BJ Kang, Director of Finance and Administration; Nancy Kidd, Executive Director; Brad Mello, Associate Director for Educational Initiatives; Terry Wilson, Senior Manager of Information Technology

**1. Call to Order**

President Braithwaite called the meeting to order at 11:04 AM Eastern Time.

**2. Web site Redesign Update**

Nancy Kidd provided the EC with a description of the web site redesign project including the development process being used and the planned key features of the site. She then introduced some discussion topics including the main navigation structure for the site, the components of the home page, and rules for restricting content. The EC engaged in conversation about these issues and provided feedback to the web design team for consideration in the next round of work.

**3. Adjournment**

With no further business, the meeting was adjourned at 12:24 PM Eastern Time.

Respectfully Submitted,

Nancy Kidd  
Executive Director