

Accreditation Self-Study Steering Committee Notes
November 18, 2004 - 8:30 am – Old Main Conference Room

Attending: Ronald Troyer, Chair; Sentwali Bakari, Jean Berger, John Burney, Rod Henshaw, Lon Larson, Paul Morris, Lou Ann Simpson.

1. Mission Explication

It was noted that the revised Mission Explication was endorsed by the Faculty Senate and the Student Senate and it is expected that the document will also be endorsed by the All-Staff Council. It is anticipated that the document will be presented to the Board of Trustees for endorsement at the Board meeting in January.

2. Criterion Committee Reports

A. Committee 1 (Mission) – Ron Troyer

- Most of the time has been spent on the recent draft of the Mission Explication. The committee has not had an opportunity to meet recently. However, there are a number of items on its agenda including the assembly mission-related documents, coordination of mission documents and review of the steps necessary to create an integrated set of documents.
- Discussion already has begun regarding revisions to the Charter to provide consistency with the goals and objectives of the University.

B. Committee 2 (Planning) – Rod Henshaw

- SSC2 met on November 11th. The committee is completing its initial review of the Components, leading towards the identification of a comprehensive set of evidence. The committee is also looking at the establishment of a subcommittee to review the institutional compliance for planning and resource allocation. The committee is also getting a sense of the need for providing managers with training to develop strategic planning and resource allocations skills.

C. Committee 3 (Teaching and Learning) – John Burney

- The Committee has developed a list of learning programs which was distributed to the Steering Committee. The Steering Committee was asked for feedback regarding this list.

D. Committee 4 (Discovery) – Lon Larson

- The Committee is working with Committee 3 to correlate joint efforts.

E. Committee 5 (Engagement) – Lou Ann Simpson

- The committee is beginning to use Black Board as a repository for information regarding the various programs relevant to Criterion Five. The next meeting, scheduled for Thursday, December 2, will address committee assignments and provide opportunities for Blackboard tutorials.

3. Next Steps (resulting from this and earlier meetings):

- A. All units must start to initiate examination of their own work in relation to the mission explication. A document needs to be developed to provide guidance to this process.
- B. We need to develop a plan to guide the Strategic Planning Process. Criterion 2 Committee will take the lead on this.
- C. Assessment Workshops need to be developed, perhaps starting in the Spring. Criterion 3 and Sue Wright will take the lead on this.

- D. It was agreed that we will develop a one page guide for units that would indicate what needs to be developed, provide some guidance about how they might approach development of a plan, etc. The Steering Committee will work on this and have it ready to go to SAC this semester and out to others in January.
- E. We need to figure out how to share a sense of what is happening with the Self Study with the campus community. A document will be developed for distribution that will include a timeline for accomplishment of various tasks. Brooke Benschoter and Lisa Lacher will be invited to a meeting to discuss the topic.

4. Announcements/Discussion

Scheduled Meetings

Because of numerous events between now and the end of this semester, no additional meetings of the Steering Committee are scheduled at this time.