

Accreditation Self-Study Steering Committee Notes
April 8, 2004 - 8:00 am - Provost's Office

Attending: Ronald Troyer, Chair; Sentwali Bakari, John Burney, John Edwards, David Maxwell, Vicky Payseur, Sue Wright

The meeting focused primarily on discussion of the upcoming summer retreat.

1. The retreat will be June 7th and 8th at a yet to be determined site.
2. Affirmed that the theme of the retreat will be "Preparing for the Future: Drake as a Mission Driven Institution" or "Drake of the Future: A Mission-Driven Organization."
3. John Burney distributed a proposal for the format of the retreat. This generated discussion on a number of issues:
 - A. We need to engage as many people as possible in the initial planning process. Discussion of whom to invite resulted in the following list:
 1. SAC is included. Raylene Rospond, Rod Henshaw and Brooke Benschoter will not be able to attend. They will be asked to send representatives.
 2. All-staff Council (Web lists the following members: Suzanne Brown - Provost's Office; Blake Campbell - Institutional Advancement; Karen Pomeroy - School of Business and Public Administration; Jan Wise - Student Life; Christine Schneider - Drake University Community School of Music; Brad Toussaint - Drake Telemedia Center; Patti Verlengia - School of Education, Distance Learning).
 3. Faculty Senate (2004-05): We need to find out specifically who can come as soon as possible. This will allow us to invite other faculty to replace Senate members who are unable to be there.
 4. Other areas that need to be represented include:
 - Business and Finance
 - Athletics
 - Student Services
 - Institutional Advancement

Directors of those areas will be asked to identify specific others to include.

- B. We agreed that we will have chairs of the criterion committees identified before the retreat.

- C. Format - the discussion of format for the meeting bounced off of John Burney's suggested topics. The following options were discussed [I am not at all sure that I got everything here, or that any real sense of the order of events emerged. By the next meeting, I will have a new proposed agenda for the two days.]
1. A presentation from an accreditor with the Western Association of Schools and Colleges --- Ron will give a presentation as if he were an external reviewer looking at Drake. (generally agreed on)
 2. Discussion of the 5 Criteria (and the cross-cutting themes?)
 3. Discussion of Mission Statement and what it means to have a "mission driven" institution.
 4. Small group discussion - perhaps focused on Reflective Practitioner and Ethical Decision Maker document as an extension of our mission documents.
 5. Groups, probably the second day, will focus on each of the criteria. [Depending on the number attending, we might even divide some of the criteria into two groups - or have two groups discussing some of the criteria.]
- D. We also discussed whether we might be able to get DTC to tape the presentations related to this meeting.

Next Meeting: Thursday April 29th at 8:30 am in the Provost's office

Please put additional meetings on your calendars on May 10 and May 24 at 8:30 am.