

Accreditation Self-Study Steering Committee Notes
August 25, 2005 - 8:00 am – Old Main Conference Room

Attending: Ronald Troyer, Chair; Sentwali Bakari, Klaus Bartschat, Jean Berger, John Burney, Tom Delahunt, Lon Larson, David Maxwell, Paul Morris, Lou Ann Simpson, Vicky Payseur, Sue Wright

1. Meeting Times: The Steering Committee will meet from 8:30 am to 10:00 am on the dates and at the places indicated at the end of the minutes.

2. Summer Updates

A. Drake University: Vision 2025: David Maxwell reported on progress and challenges with the Vision 2025 revision. He expects to have a draft ready right after Labor Day.

B. Drake Curriculum Workgroups: John Burney and Lon Larson reported on the activities of the Summer Drake Curriculum Workgroups that were sponsored by the Faculty Development Program. Four groups have spent the summer discussing and working on recommendations related to Mission-Driven learning outcomes to be achieved through the Drake Curriculum outcomes. The four outcome areas are Collaborative and Responsible Learning, Critical Thinking, Research and Communication of Knowledge, Responsible Global Citizenship, and Reflective Practitioners.

The groups will complete reports by Mid-September and proposals will then be taken to the faculty for discussion.

C. Summer Self-Study Fellows: Four Self-Study Fellows have worked this summer on three projects related to the Self-Study. Ronda Menke has worked on development of a communication plan; Joe Lenz and Nora Wendl worked on pulling together and analysis of unit mission statements and strategic plans; Craig Owens has worked with Marketing on an analysis of images and messages carried in various presentations and publications. All of these projects should conclude mid-September and reports and information will be presented to the Steering Committee.

3. Fall 2005 Priorities

A. Status of Self-Study with Higher Learning Commission: Sometime in the next few months, probably the start of spring semester, President Maxwell will receive notification of pending accreditation review and will be requested to submit some information. That will be the official start of the self-study process.

We will plan to bring our HLC liaison, Mary Burgan, to campus sometime after the formal initiation of the self study.

B. Revised Time-Line: Sue distributed a revised time-line for 2005-06. After some discussion a couple of changes were made [See attached]. The Committee was asked to suggest further revisions.

C. Criterion Committee Memberships: Each Committee Chair has been asked to determine which members will be continuing, who will be terminating membership

and what additional members are needed. They will work with Ron and Sue to determine continuing broad-based representation across the committees.

- D. Evidence:** A priority for all Criterion Committees this year must be to identify appropriate "Evidence" for each of the components and to start to collect the evidence.
1. Sue Wright will meet with each chair to discuss how to approach analysis of evidence needs.
 2. Discussion ensued that we in fact have much evidence relating to most of the components. We simply must determine how to present the evidence and ensure that we present a clear image of Drake's accomplishments.
 3. The Miami University Self-Study Report is on the Self-Study Blackboard Site. It is one of the first self studies prepared under the new criteria and is the best model available at this point.

- E. Criterion Committee Priorities:** Each Committee is to develop a set of 2005-06 Goals and Priorities. This should be submitted to the Steering Committee as soon as possible, hopefully by mid-semester.

4. Other: Other points of discussion:

- A. President Maxwell invited input as to what should be included as the "core message" for the President's Fall Convocation.
- B. We need to consider establishing an office of assessment to provide regular information about assessment resources and consultation on assessment procedures.
- C. Sentwali Bakari will be hiring a new assistant. He has offered to include among the individual's responsibilities some work on the self-study.
- D. As we enter the last year and a half of the self-study, there will be need for additional assistance. We will be considering development of a Self-Study Fellow for the 2006-07 academic year.
- E. We need to insure that our goals and the work of the self-study are made accessible to the public as appropriate.

Scheduled Meetings: Following is a list of scheduled Self-Study Steering Committee Meetings for fall semester. Meetings may be canceled if there is no business for the committee.

Sept 15	8:30-10:00 am	Arts and Sciences Conference Room
Sept 29	8:30-10:00 am	Old Main 208
Oct 13	8:30-10:00 am	Old Main 208
Oct 27	8:30-10:00 am	Old Main 208
Nov 10	8:30-10:00 am	Old Main 208
Nov 17	8:30-10:00 am	Old Main 208
Dec 10	8:30-10:00 am	Old Main 208
Dec 15	8:30-10:00 am	Old Main 208