MINUTES

WSCUC Steering Committee

Date: July 19, 2017 | ***Time*** 10:00am – 11:30am

Attendance

Andrew Chavez, Jessica Dennis, Michele Dunbar, Benjamin Lee, Parviz Partow, Andre Ellis, Laura Whitcomb, Karin Elliott Brown, Bill London,

Not in attendance: Amy Bippus, Holly Menzies, Jennifer Miller, Michael Willard

Call to Order.

The meeting was called to order at 10:00 a.m.

Announcements

- Final drafts of each essay are due on August 9 to Karin.

Approval of Agenda and Minutes

Parviz motioned to approve the agenda. Ben seconded the motion and the agenda was approved. Laura motioned to approve the minutes from July 12. Andre seconded the motion and minutes were approved.

Review of Essay 3

The Steering Committee provided the following feedback on the draft of Essay 3:

- The first ten pages that explain the methodology are too lengthy. The MQID analysis can be summarized into a report for dissemination and methodology can be explained in an appendix report or a table that describes the steps.
- It will be more appropriate to talk about the assessment of PLOs in Essay 4. Essay 3 can articulate the meaning or themes across PLOs and can also focus on the alignment of PLOs, mission statements, and ILOs. Essay 3 might focus more on the Meaning of degrees while other essays (4 and 6) focus on the quality and integrity of degrees.
- The data and percentages related to PLOs reported in Essays 3 and 4 should be compared for accuracy.
- The CACs can help to disseminate some of the MQID analysis to the colleges/departments.
- The leads might want to consider adding in a visual map or figure that shows the alignment of PLOs, mission statements, and ILOs.
- Instead of the table on page 8, leads can consider including in the narrative the 5 main common knowledge areas that emerged from the PLO analysis using the DQP.

Review of Essay 7

The Steering Committee provided the following feedback on the draft of Essay 3:

- The Fiscal Policy Committee is an example of a shared governance constituency who reviews fiscal policy and should be included in this essay.
- Tom Enders' Student Systems Coordination group may have information on how Cal State LA is meeting CFR 3.5.
- There should be a link to Administrative Procedure 212.
- The Office of Planning and Budget should be included in Essay 7. Parviz will request that Laila draft a brief narrative to review with Amy for Academic Affairs.
- Karin will follow up to get information on the RAC committee from the Provost.
- Karin will look at the last annual report that was submitted to WSCUC to see which financial indicators need to be included in Essay 7.
- Figure 5 can be removed from the essay.
- The language in the strategic plan table should say "Strategic Planning Consultants (Blue Beyond)"
- The Strategic Plan link should be updated from the draft page to the main page (http://www.calstatela.edu/strategicplan).
- Change "department admissions committees" on page 7 to "department search committees".
- ARRA should be written out the first time as American Recovery and Reinvestment Act.
- Laura mentioned that she needs information on how many full-time faculty have been hired over the years since our last reaffirmation of accreditation.

5-10 Minute Reports from Team Leads (if any)

N/A

Questions or Concerns for the Steering Committee

The committee questioned whether the town halls could be extended into the start of the spring semester. Karin will follow up with the Provost.

Summer Meeting Schedule: 8/2, 8/23

The Steering Committee cancelled the 8/9 meeting and added a meeting to review the final draft of the essay on Wednesday, August 23, 10 – 11:30am. Steering Committee members will receive the draft from Karin on August 18.

Adjournment

The meeting was adjourned at 11:45a.m.