

MINUTES

WSCUC Steering Committee

Date: September 20, 2017 | Time 10:00am – 11:30am

Attendance

Karin Elliott Brown, Andrew Chavez, Jessica Dennis, Michele Dunbar, Benjamin Lee, Parviz Partow, Laura Whitcomb, Bill London, Holly Menzies, Michael Willard, Andre Ellis, Jennifer Miller

Not in attendance: Amy Bippus

Call to Order

The meeting was called to order at 9:41 a.m.

Announcements

- Michele announced that the 2017 NSSE data is available on the IR website.
- Karin gave an update on the Institutional Report:
 - The final report will be submitted to the Provost on Thursday.
 - The Steering Committee members suggested that all linked exhibits be made into PDFs.

Approval of Agenda and Minutes

Andre motioned to approve the agenda. Parviz seconded the motion and the agenda was approved. Andre motioned to approve the minutes from August 20. Parviz seconded the motion and the minutes were approved.

Town Halls

- Steering Committee members signed up to attend the Town Halls.
- Copies of advertising flyers will be distributed to all faculty members in their mailbox.
- Each essay presentation should be about 5-7 minutes.
- Each table will have red, blue, or green post-its for participants to post around the room at the end of the Town Halls. This will help to highlight which topics/areas in the report are strengths, weaknesses, or areas where questions still remain.
- Participants will be given handouts for each essay covered at each town hall, but each table's discussion will start at a different one on a different essay.
- Discussions should focus on whether we've made compelling arguments for the different topics covered in the report.

Chapter 5 Feedback:

- The presentations do not need have information on CFRs.
- The team can retain the second part of the chapter's goal and should remove the rest.
- The slides should focus on the main findings of the essay (retention and graduation rates and trends), not on the background information related to the chapter.

- The team should remove the CFRs from the discussion questions.

Chapter 3 Feedback:

- The slides should highlight the evidence that was evaluated and what the findings were.
- Program Review could be included in the discussion on how we assure quality of degrees.
- “What evidence do you have?” is a good question to identify other MQID-specific evidence that may not be detailed in the chapter.

Chapter 4 Feedback:

- The bullet points for the assessment of core competencies should focus on the major findings of each assessment.
- The slides can have less details.

Questions or Concerns for the Steering Committee

- Steering Committee members should email their Town Hall slides to Karin and Andrew by Friday, September 29.

Adjournment

The meeting was adjourned at 11:23 a.m.