

MINUTES

WSCUC Steering Committee

Date: October 4, 2017 | Time 9:00am – 10:30am

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 9:05 a.m.

Announcements

- The Institutional Report is with Public Affairs. They are formatting it to be displayed on the website.
 - Andrew will send the report to the Steering Committee once it has been received from Public Affairs.

Approval of Agenda and Minutes

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

- Recommended changes: Under Town Hall section - Strengths, **opportunities for improvements**, areas where questions still remain

Town Halls

The Steering Committee gave feedback on the final set of slides for each chapter.

Chapter 5

- On Slide 1, change wording from “accomplishments” to “significant progress towards goal”
- The chapter leads should be prepared to define the sources of data.
- Under bullet point #2, add to the strengths examples: “decreased unmet demand for classes”
- Chapter leads should verify and check all reported statistics (e.g., Six-year freshman grad equity rates)
- There is a lot of content in report that may come up as questions, but much of the questions are addressed in the report.

Chapter 6

- Chapter leads should mention that although we didn’t have program review for 2 years due to semester conversion, semester conversion did involve a review of programs and curriculum.
- The presentation should also include structural improvement to assessment (e.g., Director of Assessment, CACs, Annual Assessment Faire)

- The Town Halls would be a good opportunity to find more examples on the use of data for institutional improvement.

Chapter 7

- Karin Brown will ask Provost, Mae, and Lisa to be at the presentations to help answer any financial data questions that may be posed.
- The last slide of the presentation can highlight Cal Fresh for food insecurity, the Glazier Center, and the post-election resources through Octavio Villalpando's office.

Chapter 3

- Chapter leads should mention that the three points regarding the meaning of degrees for undergrads were also areas where we had recommendations from the last accreditation review.
- The slides should be a bit clearer on whether survey data supports the findings from the MQID analysis.

Chapter 4

- Chapter leads should be prepared to discuss where the data from assessment results came from.
- Discussion questions should focus on if we've told our story, and if we've told our story well.

General Feedback

- The first slides of the presentation should mention that there is other content included in the report that is not mentioned in the presentations.
- There will be a draft copy of the Institutional Reports at each table along with instructions for facilitators and discussion questions.
- Andrew will send an email to writing team members to invite them to attend the town halls.

Questions or Concerns for the Steering Committee

There will be a training for the facilitators of the Town Halls on October 11.

Adjournment

The meeting was adjourned at 11:46 a.m.