

# MINUTES

## WSCUC Steering Committee

*Date: November 15, 2017 | Time 9:00am – 10:30am*

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### Attendance

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

Not in attendance: Jennifer Miller, Amy Bippus

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### Call to Order

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The meeting was called to order at 9:05 a.m.

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### Announcements

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- An initial WSCUC Visiting Team has been established, however, there may be some changes to the team.
- Karin and Andrew had a meeting with the Public Affairs design team.
  - Public Affairs would like the revised final document in February.
- After December 1, there will be no more changes to exhibits from Steering Committee members.

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### Approval of Agenda and Minutes

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- Laura motioned to approve the agenda. Parviz seconded the motion and the agenda was approved. Laura motioned to approve the minutes from October 4. Andre seconded the motion and minutes were approved.

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### WSCUC Town Hall Feedback

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The Steering Committee discussed the feedback received at the Town Halls by chapter.

- Essay 3
  - Town Hall attendees identified strengths in the areas covered by this chapter (diversity, civic engagement, RSCA)
  - The chapter doesn't reflect much on graduate assessment.
  - A missing exhibit from this chapter is the list of RSCA courses offered at Cal State LA. Andrew will ensure it is included in the final draft.
  - There should be consistency across departments in the presentation of learning outcomes.
- Essay 4
  - Not much feedback was provided that would require changes in the report.
  - Cal State LA should increase efforts to promote faculty participation in assessment before including students.
  - There should be more examples of graduate outcomes assessment.
  - This chapter should include links to the assessment workshop materials coordinated by the Director of Assessment.
- Essay 5

- Town Hall participants mentioned that resource awareness is low for both faculty and students. Efforts should be made for better coordination and communication across divisions and departments.
- Co-curricular assessment plans should be included in this chapter.
- Essay 6
  - This chapter needs information on Student Life assessment.
- Essay 7
  - Include the Adastra space utilization presentation in this chapter. Parviz will send it to Karin.
  - Karin will compare the PPT table from the Town Hall presentations and the initial table from the strategic plan to see which would be best to include in the chapter.
  - Tuition/application increases should be addressed with a specific focus on the impact of international graduate students.

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#### Questions or Concerns for the Steering Committee

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- Steering Committee members will be kept in the loop of milestones related to the reaffirmation of accreditation.

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#### Adjournment

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