

UWSP Accreditation
It's All About Learning!

Accreditation Steering Committee

Meeting Notes from Monday, April 10, 2006
Room 108, CPS

Present: Steve Bondeson, Dave Arnold, Karen Biasca, C.R. Marshall, Patty Holland, Patti Becker, Neil Heywood, Julie Zsido, Wayne Sorenson, Bob Mosier.

1. **Introductions** Each member of the Steering Task Force team introduced themselves, indicating their position on campus and their main task on the team.
2. **Knowledge About the Criteria** Steve talked about the importance of the Steering Task Force chairs having expert knowledge about the criteria. It will be particularly important for chairs to be very comfortable in discussing the components of their criterion during discussions with interested individuals, as well as orienting their task force members.
3. **Timelines** Steve presented a draft of an overall timeline for the accreditation self-study process. He asked for comments, as well as ideas on how the timeline could be improved. One area that he would like more ideas in would be marketing strategies. He also asked for feedback on any areas that were missing from the timeline. The group was asked to provide ideas and feedback back to Steve about the timeline. Timelines for the CTFs were discussed, as well.
4. **Surveys in the Fall** The team discussed consolidating surveys from the task force to department chairs and others. The surveys would be sent out in the early fall. Steve is willing to coordinate that effort so that departments are not receiving too many surveys at the same time.
5. **Selecting Task Force members** The group discussed sharing the names of potential task force members with all of the Steering Task Force chairs so that individuals wouldn't get multiple requests to serve on task forces. Steve indicated his preference was to go ahead and ask people to join at the present time, rather than waiting for potential member lists are drawn up and shared among all of the committee chairs.
6. **Writing Style Guidelines** Dave Arnold stated that he is working on a writing style guideline to share with the team with respect to having a common writing style for the five task force reports.
7. **A Logo** Steve presented a draft of potential logos to the team. Feedback was offered, asking that the UWSP part of the logo stand out more, as well as the concept of accreditation and the motto "It's All About Learning". Also, it was suggested that the HLC part of the logo have a less prominent part. Steve will ask the persons developing the logo to produce more drafts of potential logos, based on the feedback.
8. **Presentations on the Self-Study Process** Steve reported that he is presenting information about the self-study to various groups in the next several weeks, including the Faculty Senate, the Cabinet, the Student Government Association, and the Academic Affairs Advisory Council.

9. **Miami of Ohio's Self-Study Report** C.R. Marshall shared copies of the self-study report of Miami University of Ohio on CDs that he had made. Thanks C.R. This report will be very useful.
10. **Bookmarks with Criteria** Steve asked for feedback on sharing a bookmark about the 5 criteria with all faculty and staff in the early fall, possibly in conjunction with Chancellor Bunnell's remarks to begin school in the fall. The team was supportive of this.
11. **Accreditation Mission and Values** Steve shared the mission and values statement for the accreditation process and asked for feedback from the team on any recommended changes or additions.
12. **Future Meeting Times** With respect to future meeting times, Steve proposed a 7:00am meeting on a Tuesday or Friday morning. He also proposed that the team meet 4 or 5 times before the end of the school year to make decisions in preparation for the fall. Steve will let the team know about future meeting times and locations.
13. **Meetings Over the Summer** With respect to meetings by the team over the summer, Steve indicated his support if people wanted to meet, but emphasized that they are entirely voluntary, since most of the team members would not be under contract in the summer.