

UWSP ACCREDITATION

It's All About Learning!

Accreditation Steering Committee
Meeting Notes from Friday, April 13, 2007
Founders Room, Old Main

Present: Karyn Biasca, C.R. Marshall, Patty Holland, Patti Becker, Neil Heywood, Don Peters, Dave Arnold, Julie Zsido, Wayne Sorenson, and Bob Mosier

I. Announcements

HLC Conference in Chicago The Steering Committee agreed on a time and location on Saturday, April 21, to leave Stevens Point for the trip to the HLC annual conference. Karyn asked that Steering Committee members going to Chicago provide her with their cell phone numbers. Karyn reminded those faculty members in attendance at the HLC meeting that they will need to attend the session on training to become a Peer Evaluator.

Visit with the UW Oshkosh Self-Study Coordinator Karyn announced that she is arranging a visit with the UW-Oshkosh Self-Study Coordinator for herself, Steve Bondeson, Wayne Sorenson, and Bob Mosier. Anyone else from the Steering Committee who would like to join the trip can contact Karyn. Karyn is tentatively thinking of setting up the meeting in the early part of finals week.

Retrieval of Information from Public Folders Karyn announced that she, Steve Bondeson, and Bob Mosier will meet with Randy Peelen and Justin Poggemann next Wednesday to discuss the hiring of a student to move information from the Public Folders to the Virtual Resource Room.

Draft of Chapters in D2L Karyn stated that she will create a separate section in each of the D2L Criterion sites for the chapter drafts.

II. New Logo Design

Logo Design for the Accreditation Website, Self-Study Report, and the Accreditation Newsletter The Steering Committee approved the new logo design, developed by Denise Deering. There were several suggestions for small modifications in the design.

III. Discussion of Criterion One Chapter Draft

Guidelines for Chapter Drafts Karyn Biasca and Dave Arnold talked about guidelines for chapter drafts, based on Dave's editing work with the draft of the Criterion One chapter. Dave stated that the UW-Whitewater self-study report has some very good stylistic guidelines for organizing the material in each of the chapters. While not all of Whitewater's stylistic features would work in UWSP's self-study report, their writing provides a good stylistic

model. Dave recommended that chapters have clearly organized structures, with section headings, subheadings, introductions to each core component, transition statements leading to the next core component, and then the presentation of evidence in support of that particular core component. With respect to the four cross-cutting themes and the discussion of strengths and challenges for each criterion, Dave recommended placing that material at the end of each chapter. Dave will decide how to incorporate that material into the main text of the chapter. Dave handed out a page from Karyn Biasca's draft of her chapter on Criterion One as an example of the organizational structure he would like to see in chapters.

IV. Materials for the PEAQ Evaluation Process

Section 9.4 of The Handbook of Accreditation Karyn and Wayne led a discussion on the type of materials that need to be developed for the HLC visiting team. Several questions were raised, such as how much of the resource material can be in digital form and how much needs to be hard copy? Who will compile the information for the visiting team? The answers to these types of questions will be provided by several sources: Section 9.4 of the Handbook on Accreditation; a discussion with Dr. Taylor, our HLC liaison; a discussion with the self-study coordinator at UW-Oshkosh, the presentations at the annual HLC conference in Chicago, and other sources.

It was agreed that the Virtual Resource Room would need to be cleaned up after the self-study report has been written. It was also agreed that documents in the Virtual Resource Room and hard copies for the Resource Room need to use the Becker Locator Number System.

V. Reports from the Criterion Task Force (CTF) Chairs

Criterion Task Force One: Karyn Biasca Karyn has been working with Dave on her draft of Criterion One. Dave has been very helpful with his editorial comments. Her chapter draft is in D2L. Karyn is continuing to work on the chapter.

Criterion Task Force Two: C.R. Marshall C.R. Marshall feels quite good about 3 out of 4 of the core components. He is working on 2d. C.R. is optimistic that his chapter draft will be completed in the next several weeks.

Criterion Task Force Three: Patty Holland Patty sent a draft of the introduction to her chapter and the first core component to Dave Arnold. She thinks that 3b will be quite straightforward and is very encouraged by progress on the draft of her chapter.

Criterion Task Force Four: Patti Becker Patti stated that the draft of Criterion Four is almost done. She will have all the material by Monday, April 16. On

April 17, she will put the parts of the chapter together. By April 27, the chapter draft will be to Dave.

Criterion Task Force Five: Neil Heywood Neil is writing the draft of his chapter, while his task force members are reviewing his writing. Neil thought that he needed to put more work into 5c and 5d.

The Steering Committee was very complimentary of the presentation and discussion that Neil led for the Open Discussion on Criterion Five. It was quite well done.

VI. Marketing

Open Discussions The open discussions are complete for this year. Wayne and Julie were very appreciative of the contributions of everyone involved in the Open Discussions throughout the course of this year. They encouraged people to think about what types of discussions they would like to hold next year. Julie reported there are extra copies of the last newsletter if anyone would like more copies.

Marketing Plan for Next Year Wayne reported that he and Julie are working on a marketing plan for next year. Wayne has requested five rooms from the University Center for the HLC visiting team. Reservation decisions are made by the University Center for next year by approximately May 1.

VII. Strategic Planning Process

The Review Group C.R. Marshall reported on the progress of the Review Group for the strategic planning process. The Review Group has held a number of meetings to synthesize their feedback on the mission and values statements for the strategic planning Coordinating Group. They have provided summaries of materials and will make suggestions to the Coordinating Group. C.R. has been directly involved in the development and weighted sorting summary for the values statements. An executive summary of an 18 page document from the Review Group is being planned for the Coordinating Group. The Review Group's feedback will be presented to the larger Strategic Planning Group on Thursday evening, April 26.

VIII. Next Meeting

The next meeting of the Steering Committee will be Friday, April 27, from 7:15-8:30am in the Founders Room.