

UWSP ACCREDITATION
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Accreditation Steering Committee
Meeting Notes from Friday, December 10, 2006
Karyn Biasca's Home
6:30-9:00p.m.

Present: Karyn Biasca, Dave Arnold, Patti Becker, Neil Heywood, Patty Holland, C.R. Marshall, and Bob Mosier

I. Announcements/Plans

Co-Coordinator Position Karyn Biasca has been appointed by Virginia Helm to serve as the co-coordinator of the accreditation process until Steve Bondeson resumes his work in this area. Steve Bondeson continues to advise and consult with the co-coordinators.

Don Peters, Community Representative on the Steering Committee Don Peters has been asked by Chancellor Bunnell to join the Steering Committee as the Community Representative and has accepted. Don is currently retired, having formerly been the Vice President of Associated Bank. Don has been an active and involved supporter of the campus for a number of years. His feedback and ideas about the self-study process and its relation to the community will be very valuable.

Meetings for Second Semester The Steering Committee agreed to meet next semester, beginning on Friday, January 26, from 7 or 7:15 to 8:30am. The Steering Committee will meet every other week on Friday mornings. There was discussion about changing the location of the meetings to a more central location, while still allowing people to bring food to the meeting. Karyn will find a room in which the committee can meet for second semester.

Meeting with Criterion Task Force Members The Steering Committee proposed that the meeting with the Criterion Task Force members take place in the Founders Room on Thursday, February 8th, from 3-5:00pm. Criterion Task Force chairs will discuss this plan with their CTFs and give their feedback to Karyn, who will make arrangements for the room. The Steering Committee identified the Founders Room in Old Main as the first choice and 073 Debot as the second choice for a meeting space.

The meeting will have several parts: 1) thanks to all of the CTF members for their great work; 2) introductions of members and a chance for CTF members to meet each other; 3) a brief summary by the CTF chairs about the progress and plans of each CTF; 4) a discussion about the cross-cutting themes; and 5) a discussion of areas of overlap among the CTFs and how those overlaps

could best be coordinated between CTFs (for example, dealing with the mission by CTF 1 and CTF 2).

For the discussion of the cross-cutting themes, sheets of paper would be put on the walls, with the CTF members writing down how their CTF related to the four cross-cutting themes. A summary for ideas expressed in the meeting would be shared with all of the CTF members.

The Placement of the Cross-Cutting Themes in the Self-Study Report The placement of the cross-cutting themes in the self-study report was tabled until all of the Steering Committee members could participate in the discussion. There are several possibilities for the placement of the cross-cutting themes in the report: 1) a brief statement in the introduction of where the cross-cutting themes will be located in the report; 2) placement of the themes in each chapter; 3) placement of the themes in a chapter at the end of the report; and 4) some combination of 1), 2), and 3).

II. Preparation for the December 15th Steering Committee Meeting

Review of the need for a campus planning process There was a brief review of the need for a campus planning process to be initiated during the second semester of 2006-2007. While all of the major goals of the planning process may not be completed during second semester, planning will begin with a January retreat.

Support for campus planning comes from a number of sources, including the Handbook of Accreditation of the Higher Learning Commission. Under Core Component 1a, evidence needs to be provided that: “The board has adopted statements of mission, vision, values, goals, and organizational priorities that together clearly and broadly define the organization’s mission.” Under Core Component 2d, evidence needs to be provided that: “Coordinated planning processes center on the mission documents that define vision, values, goals, and strategic priorities for the organization.” Under the cross-cutting theme of the future-oriented organization, the Handbook of Accreditation states the organization “engages in planning. In proving that it is future-oriented, an organization will, at a minimum, document its engagement in effective strategic planning initiatives. The new Criterion Two, Preparing for the Future, speaks most directly to the need for an organization to know itself well enough that its multiple planning efforts will result in realistic and achievable plans.”

In the “Promises” from the 1998 NCA Self-Study Report, UWSP states they will engage in the “Development of an on-going three-to-five year cycle planning process which includes significant input from all campus constituencies. Such a process would provide on-going planning, eliminate the urgency to complete sporadic planning, and allow more significant and timely

input from all areas.” In addition, the AASCU review team, in their verbal report-out, stated that they recommended the development of a planning process for the campus.

Support by the Steering Committee for Campus Planning Virginia Helm asked the Steering Committee to provide ideas and proposals about a structure for the campus planning process. The Steering Committee has developed a proposed structure for the campus planning process that was discussed in this meeting. It will be presented to Virginia Helm, Linda Bunnell, Chris Sadler, and Scott Frazier at the December 15 meeting. The proposal incorporates the major ideas put forth by Virginia Helm, which she had earlier presented to the Faculty Senate. The planning process, as spelled out by Virginia, would potentially involve a small core planning group of 6 people (3 faculty members, one member from Student Affairs, one member from Business Affairs, and one member from another area of the University, such as the Foundation). This group would work with the line officers on strategic planning and help make decisions about the planning process. The planning process would start with a one or two-day planning retreat in January. At the planning retreat, the retreat participants would work on a strengths, weaknesses/challenges, opportunities, and threats (SWOT) analysis, development of a concise mission statement (in addition to the select mission statement), a statement of core values, and 3 or 4 major goals with 3 or 4 strategies for each goal. This part of the planning process would begin in the January retreat and would be finished by the end of the second semester. Potential topics to be dealt with in the planning process as goals would be: a review of GDRs, a review of the campus assessment plan, the development of an enrollment management plan, and an academic advising plan. Draft documents would be placed on the web for review. There would be an attempt to gain feedback from the widest group of people possible. Open forums would be held. Presentations would be made to the cabinet, as well as other initiatives. The feedback would be used to make revisions in the process. The Board of Visitors, Foundation Board, and the Alumni Board would also be asked to provide feedback. The planning process would be focused on 3 or 4 of the most important things to accomplish during second semester. Planning would then continue next year. Virginia emphasized the importance of faculty, staff, administration, and students working together on this planning process.

III. Discussion About Diversity

Diversity at UWSP The Steering Committee had a far-ranging discussion about diversity on campus. Because the area of diversity cuts across a number of criteria in the self-study, it was a very helpful discussion. The Steering Committee agreed they would revisit this area in the future.

IV. Next Meeting

December 15th Meeting The last meeting for the first semester will be on December 15th from 7:15-8:30am in the Debot Center. We will go through the breakfast line and bring our trays to 073 Debot, where we will meet. Our guests will be: Linda Bunnell, Virginia Helm, Chris Sadler, and Scott Frazier. We will be focusing on how we can be supportive of campus planning initiatives.