

**UWSP ACCREDITATION**  
**It's All About Learning!**

**Accreditation Steering Committee**  
**Meeting Notes from Friday, December 1, 2006**  
**Debot Center**

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

**I. Announcements**

Steve Bondeson and the Co-Coordinator Position The Steering Committee misses Steve a great deal and sends their thoughts and best wishes to Steve and his family. Virginia Helm is working on an appointment of a co-coordinator to replace Steve during his absence.

Community Member for the Steering Committee Linda Bunnell is working on the appointment of a community member to serve on the Steering Committee.

Meeting on December 15 The Steering Committee has invited Virginia Helm, Linda Bunnell, Chris Sadler, and Scott Frazier to the next meeting to discuss how the Steering Committee can assist the University in moving forward with their planning efforts.

Reports from the Visiting Teams of 1988, 1998, and Promises by UWSP from 1998 to NCA Reports were handed out from the NCA visiting teams' reports back to the campus after their visits in 1988 and 1998, as well as a summary of the promises made to the NCA by UWSP. Steve Bondeson had developed the report on promises to the NCA in response to their 1998 report. The reports will be used as background information for the discussion at the meeting on December 15.

Review of Steering Committee Timelines The Steering Committee reviewed the timelines for sending their development of drafts to Dave Arnold. The Criterion Task Force chairs felt confident that they will present the drafts of their chapters to Dave on or before the end of March.

Meetings for Second Semester It was agreed that the Steering Committee would continue to meet at the same time on Fridays in the Debot Center, from 7:15-8:30am. Members of the Steering Committee will pay for their own breakfasts starting second semester. Meetings will be every other week.

Discussion on Diversity Since the Steering Committee was unable to discuss diversity in this meeting due to the length of the agenda, Karyn has agreed to coordinate an evening meeting for that purpose before the end of this semester.

## II. Reports from the Criterion Task Force (CTF) Chairs

Criterion Task Force One: Karyn Biasca The first CTF is currently focused on 1d (“UWSP’s governance and administrative structures promote effective leadership and support collaborative processes that enable the organization to fulfill its mission.”) Next, they will move to 1e (UWSP upholds and protects its integrity.”). Finally, they will move to 1a (“UWSP mission documents are clear and articulate publicly our commitments.”). Karyn will develop a draft of her chapter by the beginning of the second semester. This will be helpful, since the self-study process flows from the discussion about our mission. There were several suggestions of things to put in the section about planning flowing from the mission, including the Campus Master Plan, the Chancellor’s “Connecting to the Future: Vision 2015”, Diversity Plan 2008, and other planning. This could relate to both CTF 1 and CTF 2. Karyn and C.R. are working together on areas of overlap.

Criterion Task Force Two: C.R. Marshall The second CTF is going well. They are working on linking evidence to the Virtual Resource Room. Core component 2a (“UWSP realistically prepares for a future shaped by multiple societal and economic trends”) is well organized. Core components 2b (“UWSP’s resource base supports its educational programs and its plans for maintaining and strengthening their quality in the future.”) and 2c (UWSP’s ongoing evaluation and assessment processes provide reliable evidence of institutional effectiveness that clearly informs strategies for continuous improvement.”) are relatively straight forward in terms of providing structural reporting. C.R. will begin writing over the break on 2a. He hopes to complete writing on 2a in later January. The other core components should follow more easily.

Criterion Task Force Three: Patty Holland. Patty is very appreciative of the productivity of CTF 3. Each of the CTF members has a core component. She is receiving a draft of core component one (“UWSP’s goals for student learning outcomes are clearly stated for each educational program and make effective assessment possible.”). With respect to 3b (“UWSP values and supports effective teaching.”), Patty has received 30 pages of bulleted points. With respect to 3c (“UWSP creates effective learning environments.”), things are not moving as quickly. With respect to 3d (“UWSP’s learning resources support student learning and effective teaching.”), Patty has received an outline. Patty will begin writing a draft of her chapter in the near future. She will work the cross-cutting themes into the chapter.

Criterion Task Force Four: Patti Becker. CTF 4 has met weekly through November. Each criterion has been reviewed and the material linked back to the Virtual Resource Room. Patti has a lot of material and is currently looking for gaps in the evidence. Core component 4b (“UWSP demonstrates that

acquisition of a breadth of knowledge and skills and the exercise of intellectual inquiry are integral to its educational programs.”) relates to the General Education program. CTF 4 is interested to see how the review of the General Education program review proceeds.

Criterion Task Force Five: Neil Heywood. CTF 5 is working as a group on the core components. They are using Holland’s matrix, with its 8 key areas, as their rubric. They are continuing to gather evidence to fulfill the four core components. A survey will be sent out in January to gather information. Neil is currently working on a different web survey to gather information on internships. He has gotten helpful information on engagement and service activities from the Office of Student Employment and Involvement and the Office of Career Services. He will gain more information from the surveys that are going out. He is also gathering information on faculty and student research efforts. He is not categorizing or evaluating material yet, but is still gathering information.

### **III. Marketing**

Third Newsletter Julie Zsido reported that she and Wayne will be working on the next newsletter over the break so that it will be ready for distribution early in the second semester. It will feature information about CTF 2. It will also talk about the cross-cutting themes. She asked the chairs of CTF 3, CTF 4, and CTF 5 to send her the dates for the next three open discussions, so that she could include them in this newsletter.

Graphic Design for the Self-Study Report Wayne reported that Meas Vang will be developing the design for the front and back covers, as well as the chapter cover pages for the self-study report. He appreciates the support of Meas and Jerry Blanche on the self-study report design. Dave Arnold will be meeting with Meas before the end of this semester on that design project. Dave will also be working directly with Meas on this project during second semester.

### **IV. Structure of the Self-Study Report**

Self-Study Report Introduction Dave Arnold shared outlines of introductions from a number of self-studies. He would like comments and suggestions on the content of the introduction by December 15. He would also like the Steering Committee to decide how they would like to deal with the cross-cutting themes and how they would be dealt with in the report. There were several ideas expressed as to how that would happen. Dave needs consensus on this issue before he begins writing, so that the chapters will look the same.

### **V. The Next Meetings**

The next regular meeting of the Steering Committee will be on Friday, December 15, from 7:15-8:30am in 073 Debot Center. It will be a breakfast meeting in which people will go through the food line and then take trays down to 073.

There will also be an evening meeting to discuss diversity, coordinated by Karyn Biasca, before the end of this semester.