UWSP Accreditation
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Accreditation Steering Committee
Meeting notes from Friday, October 6, 2006
North Debot Dining Room

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

I. Announcements

Update on the website and the Virtual Resource Room Bob Mosier and Steve Bondeson met with Randy Peelen and Justin Poggemann to discuss new developments for the accreditation website. One addition to the website will be to bring the Student Affairs accreditation website and Business Affairs accreditation website into the university's website. They are working on this change. There are other changes that they are working on to improve navigation and access to documents on the website.

General Education Review Steve has been working on the coordination of the review team's visit for November 2nd and 3rd. He is developing schedules for the team to visit with people, including the Accreditation Steering Committee (ASC), which will meet with the team at 7:00am on November 3rd in 073 Debot; the ASC will get breakfast and move down to 073 Debot. Additional people scheduled to meet with the visiting team are Kris Hoffenberger and Susan LeBow, representing the New Student Seminar, SGA representatives; and the Assessment Subcommittee, among others. The visiting team will report on their visit on Friday, November 3rd in the Founders Room at noon. The Accreditation Steering Committee is invited to that meeting. The visiting team will provide a rough draft of their report before they leave on Friday, with a final copy of the report to be received within approximately two weeks after they leave. The report will go to three main groups: 1) The Executive Committee of the Faculty Senate; 2) administrative offices, such as the Chancellor and Vice Chancellors; and 3) the Accreditation Steering Committee. Steve will send a notice of the visit out to the campus on the Message of the Day next week.

UWRF Mission Statement "calling cards" Steve shared cards that UWRF had developed with their mission statement and core values. Doug Johnson of UWRF developed the cards as a way of getting their mission statement out. The Steering Committee members were very positive about the cards.

Invitations to CTF Meetings Steve asked each of the CTF chairs to invite Steve and Bob to a CTF meeting, so Steve and Bob could meet the CTF members, thank them for their work, and better understand the planning of the CTFs.

II. Marketing Plan

Comments on the Marketing Plan The Accreditation Steering Committee was very appreciative of all of the fine work that Julie Zsido and Wayne Sorenson have carried out to market the self-study process. The second newsletter will be out in early November. It will be shared with everyone in hard copy in a black and white format. It will also be available in digital form. Karyn Biasca has written an article about the first criterion to be used in the next newsletter. She broke the mission statement into three parts to make it more easily understood. The newsletter will also include short information pieces on Bob and Steve, information by Kris Hoffenberger and Susan LeBow on the New Student Seminar, and other pieces.

Next Criterion Open Discussions Karyn will have an Open Discussion on October 17 from 3:30-4:30pm in Room 205 CCC on the 1st Criterion. C.R. will have an Open Discussion on November 8th from 3:30-4:30pm on the 2nd Criterion in Room 205 CCC.

Community Participation in the Self-Study Process Steve will meet with the Chancellor in the next couple of weeks to discuss the involvement of community members in the self-study process. Steve would welcome names of community members that the Steering Committee feels would be good contributors to the self-study process.

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

Criterion Task Force (CTF) One: Karyn Biasca The first CTF has been working on the core components, one at a time. They are currently skipping core component 1a, beginning with core component 1b as a total task force. They will start this Monday, moving to the next core component after completing the previous one. They have not experienced any barriers yet.

Criterion Task Force (CTF) Two: C.R. Marshall The second CTF is right on their timeline. They still hope to have a first draft of the 2nd criterion by February 2007. They are starting first with the most challenging core component, 2a. They will work on 2d last, since this is directly related to 1a in the first criterion. They have a representative of each college on the CTF and feel they will have a well balanced chapter draft. They will meet next week to look at potential evidence for the second criterion and ways to link the evidence to the core components. C. R. has distributed an outline of the approach of the second CTF on the D2L.

Criterion Task Force (CTF) Three: Patty Holland The third criterion meets every other Monday at 1:00pm. They have broken the core components into 4 parts, with each CTF member being responsible for one of the core components. They are well on track. They are brainstorming and searching for evidence to put into their writings about the 3rd criteria. It is going well. They are finding some overlap with evidence. For example, the New Student Seminar could go in both 3c and 3d.

Criterion Task Force (CTF) Four: Patti Becker CTF 4 is dividing up responsibilities in a similar fashion to CTF 3, with each CTF member taking

one of the core components. Each CTF member is partnered with Patti, and Patti meets one-on-one with each of them to share what they have found. They are using the Virtual Resource Room for evidence. Pruning the material will be helpful, since they are finding a great deal of evidence that pertains to CTF 4. They will work on the cross-cutting themes later.
Criterion Task Force Five: Neil Heywood They are working on scheduling problems and will meet next Tuesday at 1:00pm. They are currently scouting for evidence. One of their bigger challenges will be 5d, which relates to both internal and external constituencies valuing services of the university. They will need to generate some additional evidence in areas such as internships, research activities, partnerships, events, and alumni activities. They will also focus on university employee extracurricular activities that benefit the community. They may do a community perception survey to see how community members view UWSP. They are making headway on the fifth criterion. While still deciding on how they will approach the core components, they will probably work together on them as a group. Neil has access to software if they need to generate surveys over the web.

IV. Style Guide Updates
Dave Arnold Dave is comfortable with the current style guides and doesn't have any updates at this time.

V. Content of Chapter One
Steve Bondeson Steve tabled this discussion until a later meeting

VI. Next Meeting

Steve Bondeson Steve announced that the next meeting will be on November 3 at 7am in 073 Debot (please see the General Education Review under Announcements earlier in the minutes for details).