

UWSP Accreditation
It's All About learning!

Accreditation Steering Committee

Meeting Notes from Tuesday, April 25, 2006
North Debot Dining Room

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

- 1. Welcome to Ross Cohen** Each member of the Steering Committee team introduced themselves to Ross, who is joining the group. Ross is the President of the Student Government Association and will provide a valuable voice for students to the committee.
- 2. Sharing of Information** C.R. shared self-study materials on copies of a CD for each member from the University of Wisconsin-Milwaukee. He also shared a card for the committee members with the criteria for accreditation on it.
- 3. Community Membership on Task Forces** Steve indicated that the Chancellor would like to have some community membership on the task forces. Steve has recommended to the Chancellor that the community members be added next April, so that they can participate a review of the task force reports, prior to Dave Arnold's writing of the final report.
- 4. On-line Distance Delivery** Steve indicated that there will be a parallel accreditation process running next year within the University to gain accreditation for on-line distance learning. Steve will be coordinating the process. It will offer a micro-portrait of the University accreditation process. The site visit will occur next April. Steve will look for assistance from the Steering Committee for the site visit.
- 5. Logo** Steve shared 5 more potential accreditation logos developed by Meas Vang. The steering committee felt these were much closer to a finished product. The top two on the left of the sheet were popular with the committee. The top two logos on the left of the sheet emphasized UWSP accreditation and "It's All About Learning", as well as having an open book in the logos.
- 6. Meeting Notes** Meeting notes will be taken for each Steering Committee meeting and will be shared with the group. The notes also need to be taken as part of the self-study documentation process.
- 7. Task Force Membership**
 - Mission and Integrity: Karen Biasca reported that Marty Loy and Randy Cray have agreed to be members of Task Force One.
 - Preparing for the Future: C. R. Marshall reported that Kathe Julin, Rhonda Sprague, and Terese Barta have agreed to be members of Task Force Two.
 - Student Learning and Effective Teaching: Patty Holland reported that Mary Mielke and Patricia Williams have agreed to be members of Task Force Three.

- Acquisition, Discovery, and Application of Knowledge: Patti Becker reported that Richard Ruppel, Rosanne Proite, and Donna Zimmerman have agreed to be members of Task Force Four.
- Engagement and Service: Neil Heywood reported that Rob Manzke has agreed to be a member of Task Force Five.

- 8. Information for New Members of Task Forces** In general, the task forces would meet every other week for two hours next year. The target date for completion of each task force report would be April, 2007. Dave Arnold will be providing a writing style guide for writing the reports for each of the task forces.
- 9. D2L Website for the Steering Committee** Karen stated she is working with Mary Mielke in the development of a D2L site for the committee. It will most likely be available next week. Karen asked the committee what level of access they would like. The instructor level gives person access to change many things. The discussion area is a place to put things to share. Everyone would have access to the discussion area. The D2L is a very secure site, so the committee could be comfortable placing sensitive information in it.
- 10. Coding System for Resource Room** Patti Becker and Yan Liao have developed two different coding systems for the resource room: 1) type of document coding system; and 2) origin of the document coding system. Patti explained the advantages of both. The coding system needs to be very user friendly. C.R. Marshall recommended merging the two approaches into one coding system. The committee agreed to that recommendation. Patti will present a merged coding system at the next meeting. The primary audience for the coding system is the visiting team. The coding system needs to be the same for the hard copies of documents and the virtual documents. The master list of documents will be helpful to the visiting team as they keep track of the documents they have read, as well as helping them easily find documents. Steve and Bob will do the actual coding of documents. Steve indicated that a decision on the coding system needs to be made at the next meeting, so that he and Bob can work on locating and coding documents over the summer. In addition, Randy Peelen and Denise Deering need to have access to the coding system this summer, so they can begin work on the virtual resource room documents.

Thanks to Patti and Yan for their fine work on the coding system. It is very helpful to have their professional expertise on coding systems available to the Steering Committee for the self-study process.

- 11. The Next Meeting** The next meeting will be on Tuesday, May 9, at 7:15am in the Debot Center.

