

WSCUC Steering Committee Meeting Notes

Wednesday, August 5, 2020; 3:00 p.m. – 4:00 p.m. via Zoom

Attendees

Present: Debra Jackson; Dwayne Cantrell; Vanessa Chicaiza; Rhonda Dawson; Robert Frakes; Aaron Hegde; Kris Krishnan; Michelle Ponci; Markel Quarles; Valari Kirkbride. *Absent:* Doreen Anderson-Facile; Michael Lukens

Action Items

- Jackson to invite Jinping Sun, Brian Street and Claudia Catota as WSCUC Steering Committee members.
- Kirkbride to add them to the meetings and email distribution list.
- Meetings will be scheduled once per semester until 2021 at which time they will become more frequent, as agreed to in the future.

Summary Overview of Meeting

Jackson summarized message from President Zelezny that Steering Committee activities still continue and that we will continue to collect documents that support the WSCUC Committee's recommendations. Also emphasized what the Commission is looking for at the Special Visit in Spring 2023 is what the WSCUC Steering Committee will assist with in achieving those goals. She then provided important dates to consider:

- February 2020 Accreditation Reaffirmed for 8 years
- Spring 2023 WSCUC Special Visit
- May 2024 WSCUC Mid-Cycle Visit begins
- Spring 2027 WSCUC Offsite Review
- Fall 2027 WSCUC Accreditation Visit

Discussion of WSCUC Recommendations followed with the Steering Committee, with approval of leads, progress made, and next steps in completing each recommendation.

- **Institutional Research:**
 - **Lead:** Vernon Harper with Kris Krishnan
 - **Progress:** External review of IRPA last year. Krishnan said that the report was received by him a week ago, and is working with the CO liaison on timeline when the recommendations will be completed.
 - **Next Steps:** Implement recommendations
- **Program Review:**
 - **Lead:** Jinping Sun
 - **Progress:** Review of best practices across CSU and interviews with 7 campuses
 - **Next Steps:** Share report with Academic Senate's Academic Affairs Committee
 - **Discussion:**
 - Debra created position for Faculty Fellow to address this Recommendation, which was filled by Jinping Sun. Much experience with UPRC; policy analysis. She is reviewing program review best practices across the CSU. Identified 7 campuses in which to benchmark. Suggested that a task force be convened to review the documents collected from campuses and share with Academic Senate.
 - Kegley mentioned that UPRC had asked AS for several things, and is concerned that this could be pushed back.
 - Jackson suggested that the movement be done this year with Academic Senate to expedite this important Recommendation, knowing how much work the AS has on its docket.
 - Hegde asserted this was the domain of Academic Senate; have the recommendations sent to Academic Senate with Faculty Affairs and Academic Affairs for vetting and

approval, rather than create another layer of a Task Force. He said this is a priority for AY 2020-2021, and will definitely get to it in Spring 2021.

- Committee supported that Dr. Sun be included as a WSCUC Steering Committee member.
- Program review is imperative to continue because of COVID-19, to make sure we know how programs are performing. No other campus is stopping program review process. They've been working on best practices to complete external visits virtually. Jackson has recommendation to make the external visits successful, e.g., lab visits with social distancing practices or other virtual means. Recommend they not delay with program review.

- **Academic Support Services:**

- **Lead:** Brian Street
- **Progress:** Inventory of advising, tutoring, supplemental instruction, and course scheduling structures and processes
- **Next Steps:** External review of academic advising structure and processes
- **Discussion:**
 - Brian Street appointed as Faculty Fellow for this Recommendation. Focused on meeting the documentation requests of WSCUC Commission for this area. Working closely with Krishnan analyzing consistency with data measurements across academic support services. Student Affairs part of this effort.
 - Frakes asked for context of "course scheduling" in within this Recommendation. Jackson offered that how does course scheduling process reflect the needs of students. Building schedule based on student needs, more student responsive, to be able to flow through the majors in a timely way, sequentially.
 - As we move through this Recommendation, the evidence of effectiveness will allow us to measure that in course scheduling.
 - Bottle neck courses would also be considered—do we have enough sections scheduled.

- **Graduation Rates:**

- **Lead:** Ilaria Pesco and Debra Jackson
- **Progress:** FTF 6-year rate at 47% (up from 42.6%), FTF 4-year rate at 19% (up from 17.4%)
- **Next Steps:** Continue work of Graduation Initiative Task Force and Graduation Action Team, with increased attention to retention and equity gaps
- **Discussion:**
 - Cantrell mentioned that focusing on retention by the GITF and GAT is critical during the time of alternative instruction, and closing equity gaps

- **Faculty and Staff Diversity:**

- **Lead:** Claudia Catota
- **Progress:** \$25,000 grant focused on recruitment and retention of diverse faculty
- **Next Steps:** Review university recruitment and retention practices
- **Discussion:**
 - WSCUC wants to see a Diversity plan or strategy and proportions.
 - Concerns about effective strategy for pre-tenure faculty to reach tenure
 - Retention as a strategy

- **Strategic Planning:**
 - **Lead:** Vernon Harper
 - **Progress:** Key metrics of success identified by Cabinet
 - **Next Steps:** Align budget to Strategic Plan
 - **Discussion:** Claudia Catota, Jackie Kegley & Brian Street also can contribute
- **Administrative Assessment:**
 - **Lead:** Dwayne Cantrell and Debra Jackson
 - **Progress:** Inventory of best practices for assessment of administrative units
 - **Next Steps:** Develop Administrative Assessment proposal for Cabinet approval to create handbook
 - **Discussion:**
 - Needs to be intentional in assessments of every major administrative unit on Campus, in their effectiveness, not just individuals

Jackson asked if anyone felt they needed to be rotated off, or represented by another person in their areas. At this time, no other changes will be made to the WSCUC Steering Committee, other than the new members named in the respective Recommendations.

Meeting Handouts

- Agenda
- Commission Letter