

WSCUC Steering Committee Meeting Notes

Thursday, September 9, 2021 – 9:00 to 10:00 a.m. Via Zoom

Attendees

Present: Debra Jackson; Doreen Anderson-Facile; Debbie Boschini; Dwayne Cantrell; Claudia Catota; Rhonda Dawson; Bob Frakes; Aaron Hedge; Jackie Kegley; Monica Malhotra; Ilaria Pesco; Markel Quarles; Brian Street; Jinping Sun; Valari Kirkbride *Absent:* Michelle Ponci

Action Items:

- **Kirkbride** to schedule meeting for end of fall term.

Updates:

Jackson summarized to the group the WSCUC Reaffirmation of Accreditation process thus far and the Recommendations made, and what each member is doing in respect to each of the seven Recommendations.

Wants to identify directive from each person leading each Recommendation, and what is needed to have it ready by Spring 2023.

Updates on Recommendations:

WSCUC Recommendations

1. **Institutional Research** – Monica Malhotra
2. **Program Review** - Jinping Sun
3. **Academic Support Services** - Brian Street
4. **Graduation Rates** - Ilaria Pesco and Debra Jackson
5. **Faculty and Staff Diversity** - Claudia Catota and Debbie Boschini
6. **Strategic Planning** – Brian Street and Claudia Catota
7. **Administrative Assessment** – Markel Quarles

Special Visit in spring 2023 to address:

- a. **Institutional research capacity.** Please provide:
 - i. Proactive data reporting and analysis strategy
 - ii. Evidence of useable data sets to inform decision-making
 - iii. Description of data education and outreach to the campus community

Malhotra: Work is in progress for the strategies and how much depth and breadth is assumed, is a question.

Jackson: They want to know the strategy not so much the implementation of those things. Would like to focus on setting a target by end of semester of what the strategy is for the recommendations. Then we can start implementing the actual work.

Malhotra will create a roadmap as we move along.

- b. **Program review.** Please provide:
 - i. Description of revised program review process and realistic program review schedule
 - ii. List of scheduled, performed, and completed program reviews
 - iii. Two examples of using program review results for continuous improvement

Jackson asked if a revised program review process can be done by January or the end of the year. **Hegde** said that the process is that the taskforce, headed by Charles Lam, would make recommendations based

on the report. They will deliberate, send to Executive Committee, send to budgeting committee and Academic Affairs Committee to look at, and deliberate. At least four weeks until Senate decides on the resolution. They have other items on agenda, and hopefully can decide by the end of the year, but they will be working on it and it is in process.

Sun shared notes that she put together for updates called “Program Review Outlook for AY 2021-2022”. She showed the Committee the docket of programs up for review, progress reports and MOUAPs. The UPRC Taskforce will meet later this month. **Kegley** said that they can come up with a realistic schedule for 2 and 3.

c. Academic support services. Please provide:

- i. Data on students served, disaggregated by demographic variables
- ii. Organizational charts, staffing ratios, and resource allocations to service units
- iii. Evidence of effectiveness of academic support services

Hegde wants to know if the exemplary report is going to be run through the Senate. If Senate needs to get involved because faculty are involved, it’s a process, so getting to them the sooner the better.

Jackson said that it was presented to the Provosts Council, Deans, DCLC, there will be a presentation to campus and faculty advising group, ASI and final presentation to Cabinet. To solve the two pieces, how to collect data in continuous fashion, and then about evidence of effectiveness would be discussed with AS & SS what are hallmarks of effectiveness of academic support services and develop plan for measuring and responding to measurements.

Street: Two levels, first is getting data and normalize data collection within the units. There may be some pieces that would involve Senate later. Need to have larger discussions for other recommendations at EC.

d. Retention and graduation rates. Please provide:

- i. Graduation rates from spring 2019 to spring 2022 disaggregated to assess equity gaps
- ii. Retention rates for the same period disaggregated to assess equity gaps

Jackson briefed all on current graduation rates. GI2025 for transfers were met. Equity Gaps fluctuate every year, **Malhotra** has done a lot of analysis on this. **Malhotra** said that all the 2021 projections don’t have summer numbers in them, so that may change. **Pesco** said that “Stretch” goals could be quantified and added to the report as well, were met.

e. Diversity. Please provide:

- i. Diversity plan or strategy
- ii. Numbers of underrepresented faculty and staff from spring 2019 to spring 2023

Catota said that the great workforce data came in, and scheduling town hall meeting in October to campus to get feedback. Late this semester in November would start the work. Will work with **Boschini** to see how we can improve recruitment efforts. Collaborating with NSME to develop a grant, “Advance Grant” to increase women in STEM. The goal is to have a plan in place by end of academic year. **Boschini** said that faculty and campus should be able to articulate what the basics of what the diversity plan is and actions being taken.

f. Strategic plan. Please provide:

- i. Metrics for strategic goals
- ii. Update on progress in meeting goals

Catota said that the infrastructure needs to be in place to report the data. **Jackson** suggested reminding the Strategic Planning Committee that WSCUC will want to see those metrics, strategies and progress on meeting them. Think about how we are actually going to measure them, and if we have been successful.

Street said the chairs will need to make decisions on what strategies they can develop within their goals. And where the data will come from and who is responsible for providing it.

g. Plan for the regular assessment of administrative units

Quarrels is chairing the Administrative Review Committee. First meeting on September 29. Hopeful that next fall can begin to implement the plan.

Jackson summarized that most Recommendations seem to be on track and need focus attention on are the Strategic Plan asks and Data Collection and Evidence on Academic Support Services.

Other business:

Schedule next meeting approximately the first week of December.

Cantrell suggested that it would be meaningful to provide information from Data Summit on September 24 to WSCUC.

Meeting adjourned at 9:55 a.m.