Minutes

PRESENT: Ben Ford, Emiliano Ayala, Sean Johnson, Katie Musick, Thaine Stearns, Laurel Holmstrom-Keyes, Karen Moranski, Melinda Milligan, and David Crozier.

Karen Moranski called the meeting to order at 8:30 a.m.

I. Agenda has not been circulated, this meeting is intended to serve as a progress report

II. Minutes from prior meeting on 12/6/16 were approved

III. Business

A. Writing Process Update – The writing team has been incredible, most chapters are in their final stages

1. Rich will now focus on Chapter 4 and Karen will handle Chapter 9

2. Chapters 1, 2, and 3 are now ready to go to Sandy Destiny’s team for formatting
   a) Chapter 1 has already by mocked up by Sandy and looks great
   b) Content is substantive and Sandy’s work makes it visually appealing

3. Karen is in the process of editing 4, 5, 6, 7, and 8
   a) WASC liaison shared that almost no institutions take on optional chapter 8
      i. Chapter 8 reflects our story, and addresses the areas we will focus on as we move forward with strategic planning

4. The entire document is limited to 75 pages
   a) Much of the content that had to be edited down was been retained through appendices, and we are still over the limit
   b) Work is progressing on the preparation of charts, graphs and appendices
   c) If there is input from feedback that can’t make it into the report, we can still highlight it during the October visit

5. Timeline for finalizing:
   a) Draft will be sent out to campus community for feedback on Wednesday, February 1
      i. Qualtrics prepared for campus feedback, seeking feedback focused on removing inaccuracies
      ii. Feedback was also gathered at the faculty retreat earlier this month
   b) Following the feedback period it will go to Sandy Destiny’s team for formatting
   c) Submission to WASC will be on February 17

B. AAC&U Conference

1. President attended the COPLAC meeting at the conference
   a) There is an understanding that COPLAC is a good fit for SSU
      i. Campus size, public university, values social responsibility
   b) Possible to work towards having an executive director from COPLAC visit our campus
      i. This is done through a call for proposals during COPLAC’s summer session
c) There was COPLAC discussion around the incorporation of professional programs to the Liberal Arts & Sciences mission

IV. Discussion
   A. Quantitative Reasoning Assessment
      1. There is a draft rubric and a team of scorers assembled
      2. Will be moving forward this spring
   B. Assessment
      1. There is discussion developing in APARC:
         a) Suggestion around developing a culture of assessment, holding programs accountable
            i. Who do we include in the process of creating these questions?
      2. The intersection with WASC and meaningful strategic planning
         a) The timing is right to seize the moment and make progress on assessment
         b) This can be a part of continuous inquiry, continuous improvement, is an ongoing process

V. NEXT MEETING: April 11, 2017, 3-4:30 p.m.
VI. Meeting adjourned at 9:30 a.m., minutes prepared by Kim Purdy.