

WASC Steering Committee Meeting
March 11, 2008
1-2:30pm
98-T3-23

Attendees: Linda Abelman, Diane Cuneo, Francis Flores, Darwin Labordo, Herman Lujan, Steve McCauley, Denny Mosier, Lisa Nashua, Nancy Page-Fernandez, Claudia Pinter-Lucke, Lisa Rotunni, Martin Sancho-Madriz, John Self, Don Straney, Kathy Street, Dale Turner

Absent: Doug Freer, Lisa Rotunni

MINUTES

1. Approval of Minutes

- The minutes from the last meeting were reviewed and corrections were noted. The minutes were accepted as amended.

2. Update from the C&PR Committee

- Dale reported that a group of department chairs met for a feedback session regarding the Teacher/Scholar essay. This was the last feedback group to meet. Notes will be transcribed and posted on Blackboard for review.
- Steve notes that data tables have been provided and that revision on the thematic essays had already begun. An upcoming mini-retreat has been scheduled for March 19th for major revisions to all three essays. Steve also noted that only the outline of introductory essay exists at this time and that that essay will need to be drafted also. Claudia recalled that Lisa Rotunni was to have provided a redraft of the outline for the introductory essay and will ask her to provide the redraft. Once she is in receipt of this, she and Herman will begin drafting the introductory essay.

3. Steering Committee Charge

- Claudia distributed the draft of the Steering Committee charge for the committee to review. Nancy questioned the use of the term “topic” in bullet number 4. The committee agreed that they were not topic for review but rather “issues” and suggested a revision of the sentence.
- Francis asked for clarification of bullet number 1. He asked if this not a broader issue than a charge for the Steering Committee and that possibly it should rest with the Academic Senate or Academic Affairs. Claudia mentioned that members from both of those divisions are part of the Steering Committee. She also noted that events such as the recent Stories of Successful Learning are designed to involve the entire University. The committee then discussed the length to which the WASC Steering Committee was responsible to promote an understanding and appreciation of being a learning-centered institution. The

accreditation process was noted as a 10 year process with the last 5 years being those that the committee had active involvement with the campus.

- Nancy stated that an additional bullet could be added to explain what learning centeredness was and how the committee has aligned and promotes the concept. Dale suggests better framing the statement in connection with achieving WASC goals. Claudia reminded the committee that the WASC site visitors will stop people on campus and ask them if they have knowledge and an appreciation of learning centeredness and assessment. The WASC goal for the campus is that there exists an informed opinion regarding these issues. It was again suggested that the task of implementing this goal should not be with the WASC committees but with the Provost's office or perhaps the President's office.
- Martin asked for clarification of the second part of the first bullet point and states that the language should be more specific and consistent with the rest of the statement. Claudia suggested going back to the president's document and reviewing the language there and incorporating into this document.
- Nancy notes that bullet point number six should be moved under the first bullet point and the word "implementation" should be changed to "development".
- Claudia will take these changes and prepare a second draft.

4. Learning Outcomes – John Self

- John distributed a list of Learning Outcomes. The Learning Outcomes are currently posted on the WASC website.
- The group was reminded that it had been agreed at a previous meeting that they should be taken off the WASC site as they are not just a WASC initiative. The Learning Outcomes should be on a site with the University's mission, goals, etc.
- Don asked if the learning outcomes are located in the catalog and suggested that they be listed along with the mission statement. Claudia will follow up on this.
- Dale suggested that the individual colleges should have a link on their homepages to the learning outcomes.
- Nancy noted that the last document reviewed had 13, not the 11 bullets listed in the draft that was currently being reviewed. The committee noted that this document exists in more than one form. They expressed a preference for the learning outcome document that used headings for the bullets. Pam will forward the correct document to all the committee members.
- Nancy stated the EE subcommittee had come up with a "tetrahedron" or graphic to symbolize the headings. Nancy will request the EE Subcommittee revisit this concept and explore the possibility of integrating the graphics into the document.

5. Update from the EE Subcommittee

- Nancy reported that the last EE Subcommittee meeting was cancelled due to her sewer line breaking. She has no follow-up for the outreach or embedding effort for learning outcomes. Diane and Nancy want to start with fall conference and continue the implementation during the year. It is important to not make it appear planned for the site visit but to provide campus awareness. Plans for implementation will be forthcoming.

6. Annual Meeting

- Steve, Dale, Carlos, and Claudia will be attending from Academic Affairs. Rose and Kevin will attend from Student Affairs.
- Steve suggested that a debriefing meeting be scheduled after the conference.

7. Stories of Successful Learning Wrap Up Luncheon

- The SSL Committee met for lunch to discuss the event. There was the understanding that the Stories of Successful Learning event was to become an annual event but the committee agreed it should not become a WASC-related event. By the nature of the event, the committee felt it more appropriately should belong to the Provost's or President's office. The committee also discussed the timeline for the event and noted that event planning should begin early spring quarter. The website should be available beginning in spring quarter with clear FAQs explaining the event to the campus community and provide a "save the date" notice before faculty leave for summer.
- The use of a panel will be discontinued due to poor participation and difficulty with advertising. The possibility of having a speaker in the fall to "promote" the winter event was discussed. John suggested making it a brown bag event.
- Brandi Strand will update the website to reflect the outcome of the event. Most of the posters will not be "accessible" on the website. A process will have to be developed to produce "accessible" posters. For right now a picture with an abstract beneath will have to suffice.
- Lisa noted that the timeline must be moved up in order to provide the campus with more knowledge of the event. Nancy noted that at next year's event deans need to have more involvement and better represent the event to their divisions.
- Claudia noted surveys, pictures, free-form evaluations and interviews of the event were conducted. Once this data has been compiled it will be reviewed and evaluated to determine what is needed to be changed for next year's event.
- Claudia also noted that some presenters seemed to not understand the information to be included on their posters whereas others made excellent posters. The purpose of the event was not to evaluate or critique the posters but there is hope that next's years presentations will be improved. In providing some exemplary examples on the webpage and giving clear expectations and clear FAQs, it is hoped that the quality of the content of the posters will be better. Steve noted that some people used posters from other venues and that might be a reason for the variation in poster presentations.
- Claudia commented that the trouble with getting the posters printed on campus was worth it because there were a number of favorable comments on the professionalism of the posters.
- Kathy asked if it was possible to schedule to have the president come to next year's event. Claudia stated the president had been invited but his schedule changed at the last minute. She also noted that the exact dates had been selected to meet the previous Provost's schedule.
- Nancy suggested developing some type of rubric to develop outcomes and align them with university outcomes. Peggy Perry mentioned to Nancy that many of the posters presented emphasized consumer satisfaction rather than learning

outcomes. Claudia agreed, noting that Katie Xu had volunteered to complete such a task already.

8. Hiring of Writer

- Miriam Fultz has been hired to write the C&PR document. She will attend the mini-retreat next week to begin work promptly.
- Miriam has asked for a document to describe the scope of her assignment. Claudia asked Dale and Steve to help her with this. Miriam also suggested a flat rate, rather than an hourly rate. The Committee had no objection to this plan.

The next meeting date is scheduled for:
March 25, 2008 from 1:00 – 2:30pm in 98-T3-23.

For reference, the upcoming meeting dates are noted below. The time and location are the same:

April 8
April 22
May 13
May 27
June 10
June 24