STRATEGIC PLANNING AND ASSESSMENT

Minutes
Don 125 (Lecture Hall) – 02/28/2017

In attendance: ☒ Bingham, Daniel
☒ Adams, Julie
☒ Block, Jeff
☒ Brown, Michael
☒ Burke, Tammy
☒ Clinard, Jan
☒ Dendinger, Rick
☒ Dubbe, Della
☒ Fillner, Russ
☒ Hartman, John
☒ Hickox, Chad
☒ Kiesling, Robyn
☐ Lannert, Mary
☐ Sacry, Sandy
☒ Stearns-Sims, Elizabeth
☐ Zimmerman, Joe

Recorder: Summer Marston

Evaluation committee visit planning / Update on preparation for site visit
SPA is the steering committee for the site visit. Great deal of work in SPA has to do with reviewing mid-cycle reports, program reviews, etc. Mike and Chad have been meeting with different groups and subunits on campus so they can see how what they do contributes to the whole with emphasis on different ways to think about assessment. Plan to meet with all full-time employees, as possible, to ensure people are aware of what they might be asked and how their job relates, share what plans are to improve areas of weakness. Recommendations can help determine things we need to do to improve. Chad requested people read/review the self-study.

Evaluators will stay at the Great Northern; will have a van for the time they are here. Need to plan who will pick up the evaluators on Monday morning. Then they will get the keys. Leadership, SPA/steering committee requested to attend breakfast. Monday meetings will largely be scheduled in advance; Tuesday will require flexibility. Carry on with business, however, may need to reschedule at a moment’s notice. Evaluators will meet with campus on the last morning to read off the results, then leave. No comments, questions, etc. The written report will be sent within a few weeks; HC will have the opportunity to review for factual errors.

Working to ensure student-learning outcomes are accurately & consistently disclosure for all programs. IT and Academics are updating the website to include same disclosures within the next few weeks, both for accreditation and for fed government disclosures.

Committee Structure
Attachment shows updated committee structure and communication lines. Upper right chart indicates color based on authority. Not a vertical top down or bottom up chart, but to show how info is coming and going, where communication is, where authority lies within areas. Delegated authority is very specific. Multiple layers would be needed to show all types of communication, dialogue, authority, coordination, etc. This is a living document and will change as time goes on.

RRC committee was in place for about a year, was very large, reporting was unclear, and the scope of charge was broad and nonspecific. All three charges are rolled into Institutional Effectiveness committee. Still determining core
membership based on positions. Will sometimes focus on recruitment, retention, and completion; sometimes will focus on other aspects. Others with expertise will be brought in depending on the focus and action to take going forward. Designed to be more flexible.

College Council will change slightly, more institutional level decision-making of items that may be on Leadership agenda currently. Leadership is working to determine the parameters for this group. Members will include a core group Mid-Level Managers, Senate Presidents, and Leadership. If specific conversation requires additional people, they would be brought in for discussion. People can always attend and join in whenever they want. Committee Chairs not part of core group, but will be asked to provide updates.