

## September 2019 Monthly WSCUC Report

### I. Summary of activities:

1. Completed Criteria for Review (CFR)
- 2-12. Self-Study Working Group Meetings

### II. Details of activities:

1. Completed Criteria for Review (CFR)
  - a. CFR 2.10 was finalized
2. WSCUC Self-Study Working Group meeting: Integrity and Transparency (CFR 1.5-1.8)
  - a. Co-chairs: Rafik Mohamed and Matthew Poole
  - b. The working group reviewed and edited each CFR, discussed additional information that needs to be included, and conferred on the areas for improvement. The next steps for the working group are to continue to write, review and edit the CFRs. The next meeting will be held on October 7<sup>th</sup>.
3. WSCUC Self-Study Working Group meeting: Teaching and Learning (CFR 2.1-2.7)
  - a. Co-chairs: Rueyling Chuang and Janelle Gilbert
  - b. The working group reviewed the timeline, the narratives written, and the sources uploaded. They then discussed additional information that needs to be included in the narratives, as well as in the requirement sources section. The next steps for the working group are to work on CFRs that still need narratives, continue to upload sources, read and respond to questions in every narrative, and complete the action items before October 1<sup>st</sup>. From October 1-8, members are to provide feedback to each CFR. The next meeting will be held in the second week of October.
4. WSCUC Self-Study Working Group meeting: Scholarship and Creative Activity (CFR 2.8-2.9)
  - a. Co-chairs: Dorota Huizinga and Cynthia Crawford
  - b. The working group reviewed each CFR, discussed documents that have been uploaded, created a list of documents that need to be uploaded, and discussed the next steps. The members are to incorporate links into the narrative as well as upload them into the requirement sources section. They are also to review and edit the draft for CFR 2.9 prior to the next meeting, which will be held on September 27<sup>th</sup>.
5. WSCUC Self-Study Working Group meeting: Scholarship and Creative Activity (CFR 2.8-2.9)
  - a. Co-chairs: Dorota Huizinga and Cynthia Crawford
  - b. The working group reviewed, edited, and discussed the areas for improvement in the narratives. The next steps for each member are to review both CFRs, add additional documents, reach out to additional people, and clean up the narratives. In the last paragraph of each narrative, members are to write a statement on areas where we have improved since our last WSCUC evaluation. The next meeting will be held on October 18<sup>th</sup>.

6. WSCUC Self-Study Working Group meeting: Student Learning and Success (CFR 2.10-2.14)
  - a. Co-chairs: Paz Olivérez, Fred McCall, and Caroline Vickers
  - b. The working group reviewed, discussed and edited the narratives. CFR 2.10 was finalized. Additional tasks were assigned to the members. The next steps for the working group are to complete all narrative drafts and finish uploading documents prior to the next meeting, which will be held on October 11<sup>th</sup>.
  
7. WSCUC Self-Study Working Group meeting: Faculty and Staff (CFR 3.1-3.3)
  - a. Co-chairs: Seval Yildirim and Karen Kolehmainen
  - b. The working group reviewed what has been written and uploaded for each CFR and assigned tasks. The next steps for the working group are to have drafts written on each CFR by the next meeting, which will be held on October 9<sup>th</sup>.
  
8. WSCUC Self-Study Working Group meeting: Fiscal, Physical, and Information Resources (CFR 3.4-3.5)
  - a. Co-chairs: Douglas Freer and Alexandru Roman
  - b. This was a check-in meeting where the working group reviewed the CFRs, addressed any concerns, and discussed the next steps. The goal is to gather all documents that pertain to these CFRs and identify those that do not exist. Each member of the working group is to write five brief summary statements on the documents they uploaded for each CFR and email them to Dayna by September 30<sup>th</sup>. They are to use prompts identified in the WSCUC Handbook to help guide and focus the summary statements. The next meeting will be held on October 14<sup>th</sup>.
  
9. WSCUC Self-Study Working Group meeting: Organizational Structures and Decision-Making Processes (CFR 3.6-3.10)
  - a. Co-chairs: Samuel Sudhakar and Kimberly Collins
  - b. The working group used the WSCUC handbook prompts to edit their narratives. All drafts must be completed prior to the next meeting, which will be held on October 3<sup>rd</sup>, where the working group will collectively review and finalize the narratives.
  
10. WSCUC Self-Study Working Group meeting: Quality Assurance Processes (CFR 4.1-4.2)
  - a. Co-chairs: Lawrence Rose and Becky Sumbera
  - b. The working group co-chairs previously assigned each member to write a summary for their college. In this meeting, they collectively read each college summary and highlighted the sentences they want to include in the narrative for CFR 4.1. The next step for each member is to use SBS's template and provide a 1-page summary on how their college uses Institutional Research (IR) data for CFR 4.2, preferably before the next meeting. The goal is to create a 1-page document for each CFR. The final meeting will be held in Mid-October.

11. WSCUC Self-Study Working Group meeting: Institutional Learning and Improvement (CFR 4.3-4.7)
  - a. Co-chairs: Tatiana Karmanova and Judy Sylva
  - b. The working group reviewed the last meeting's assignments, the rough draft narratives, and the data uploaded in Campus Labs. They also worked on the narrative for each CFR, assigned tasks, and discussed the next steps. The working group is to continue to work on the narratives and upload documentation prior to the next meeting, which will be held on September 26<sup>th</sup> to semi-finalize the drafts.
  
12. WSCUC Self-Study Working Group meeting: Institutional Learning and Improvement (CFR 4.3-4.7)
  - a. Co-chairs: Tatiana Karmanova and Judy Sylva
  - b. The working group discussed the general timeline and allotted 1.5 hours for members to use the meeting time to write their portions of the narratives. They later reconvened to collectively review and edit the drafts and assigned additional tasks. The next steps for this working group are to clean up the narratives, identify action items and areas for improvement, and complete all CFR narrative drafts by Friday, October 4<sup>th</sup>. The next meeting will be on October 16<sup>th</sup> and the purpose will be to review and finalize any pending items.