

**Academic Assembly  
October 5, 2009**

MINUTES

**Present:** Nalini Iyer, David Arnesen, Niranjan Chipalkatti, Karen Feldt, Mary Graham, Francisco Guerrero, Valerie Lesniak, David Neel, Tracey Pepper, Kristen Shuyler, Jennifer Sorensen, Jean Tang, Nina Valerio, John Weaver, Jason Wirth, Isiaah Crawford, Charles Lawrence, Jacquelyn Miller, Morgan Forrey, McKenzie Weber

**Absent:** John Strait, Katherine Raichle, Paul Fontana

**Guests:** Bob Dullea, Vice President for University Planning, along with members of the Steering Committee: Donna Sylvester, David Leigh SJ, Mary Sepulveda, and Michael Bisesi

*Minutes taken by: Kristen Heinemeyer*

**1) Welcome, introductions**

**2) Provost Remarks, Isiaah Crawford**

a) Enrollment

i) Update

- (1) The overall student enrollment will come close to what was budgeted for AY 09-10.
- (2) The freshman goal was 825, and currently 760. Although the class is smaller, there is an increase of ACT/SAT scores and GPA.
- (3) Transfer student numbers are up.
- (4) Graduate student enrollment is up. Law school limited their enrollment this year, but that was planned and is part of a strategy.
- (5) Retention rate will go up to 89% this year.
- (6) Expecting the 6-year graduation rate to be 73% in the spring, this is an increase of 9% since 2003.
- (7) Overall, enrollment is solid, about what was anticipated. The distribution is different than anticipated, but still looks good.

ii) Noel-Levitz

- (1) Noel-Levitz is a very well established consulting firm focused on enrollment.
- (2) They will be working with SU this year in a three member team (Enrollment Management, Admissions and Marketing & Communications) to bring new approaches to hopefully have impact on 2010 enrollment.
- (3) Noel-Levitz will be aligning implementation plans for SU between their visits about every 3-4 weeks.

b) Boeing

- i) SU was not caught off guard on this transition; we have been invited to submit a request to be a part of their preferred institutions.
- ii) Our proposal is in the process, to develop a financial aid scholarship education available to employees who want to become students in a field that benefits the employer.

### **3) Self Study, Bob Dullea, et al.**

- a) Bob Dullea along with Donna Sylvester, David Leigh SJ, Mary Sepulveda and Michael Bisesi joined Academic Assembly for feedback on the Self-study documents (Standards 1-9) that have become public on SharePoint.
- b) Self-study Steering Committee has taken the school/college and individual department documents and created a draft of the institutional documents that make up standards 1 - 9.
- c) Currently, the steering committee is at the point where these drafts have become public and accepting comments and feedback.
- d) Standard 2, Educational Program and Its Effectiveness (Chuck Lawrence)
  - i) The Standard 2 committee took information from each department and filtered down relevant information for accreditation.
  - ii) Focused on three areas
    - (1) Academic Rigor
    - (2) Assessment
    - (3) Deep Learning
- e) Standard 4, Faculty (Jacquelyn Miller)
  - i) Focused on two areas:
    - (1) Hiring, recruitment, training and review of faculty
    - (2) Supporting faculty scholarship, artistic expression
  - ii) Relied on a lot of data from Institutional Research as well as the faculty/staff satisfaction survey
- f) Looking Ahead with Accreditation
  - i) Right now there is a 10-year process with a 5-year mid-review.
  - ii) The NWCCU is moving to a 7-year cycle, with
    - (1) Year 1: Mission & Goals
    - (2) Year 3: Capacity & Resources
    - (3) Year 5: Planning
    - (4) Year 7: Demonstration that you've brought it all together.
    - (5) There would be two visits to campus at Year 3 and 7.
  - iii) A bit of concern that SU's Year 1 would be next year coming out of the work this past year for the current accreditation.

### **4) University Rank & Tenure Guidelines, Kevin Krycka**

- a) Kevin Krycka joined Academic Assembly to discuss the University Rank & Tenure Guidelines for their suggestions and ideas for the re-vamp of the guidelines.
- b) There is a new structure for this committee.

- i) The Provost no longer sits on Rank & Tenure, but gives their own separate review.
- ii) A member of the committee is elected as the chair.
- c) Certain issues have surfaced within the guidelines. This document is a result of several ongoing conversations with the Provost and the R&T committee.
  - i) Clarify the statement of qualifications and statements on teaching and scholarship
  - ii) Clarify what was needed in the binder (i.e. student evaluations as a supplement)
  - iii) Clarify the documents needed for promotion to full professor (limited to past four years)
  - iv) This document also reflects the new review process, from 2- and 4- year to 3-year reviews.
- d) Earliest these revisions would go into effect would be Fall 2010.

### **5) Program Review, Chuck Lawrence**

- a) Currently working with departments that were up for review last year and this year.
- b) Goal is to have these departments used their self-study documents as the basis for their program review.
- c) Accreditation standards will be changing, and this year is a process of working on a proposal that will be in place for programs being reviewed in 2010-2011.
  - i) New proposal will connect SU's program review process with the larger accreditation process
  - ii) The new system for the program reviews that looks at assessment work that the departments and programs are doing and that we target faculty with issues that they see as critical.
- d) In the process of renaming the committee: Curriculum Committee.

### **6) H1N1, Chuck Lawrence**

- a) As of Friday, October 2<sup>nd</sup>, there were very few cases on campus.
- b) The understanding is that the Health Center will have H1N1 vaccine on campus, possibly mid-October.

### **7) Membership matters**

- a) With the revision of the bylaws a few years ago, this fall is the first year of the 19 member Academic Assembly. This extra position will rotate between School of Theology & Ministry and School of Law.

**Action Item:** Academic Assembly unanimously approves the switch of the first rotation of the 19<sup>th</sup> member to be from Theology & Ministry instead of Law and therefore approves the appointment of Flora Wilson Bridges to Academic Assembly.

### **8) Updates/Announcements**

- a) Nalini is currently working on the Angel site, updating minutes, agenda, membership, etc. If there are any faculty access questions, contact Nalini.
- b) With the loss of Casey Commons, Nalini and Academic Assembly has booked Casey Commons three times throughout the year for the opportunity to invite colleagues from the colleges and schools for brown-bag lunches.
  - i) Dates: November 17<sup>th</sup>, February 16<sup>th</sup>, and April 7<sup>th</sup>.
- c) Reminder that as Academic Assembly representatives, information needs to be communicated back to constituents. Forward agendas and/or approved minutes onto colleagues. This information is also posted online on Insite.

**Next Meeting:** *October 19<sup>th</sup>, 2009 1:30-3:30pm in Student Center 210*