

Committee Name: UDM North Central Steering Committee

Date: Tuesday, September 5, 2006

Present: J. Baiardi, E. Bell, L. Bossman, K. Caprio, S. LaGrassa, E. Roberts-Kirchhoff, J. Thomson, M. Williams, S. Wilson, P. Zarkowski & K. Zimmerman-Oster

Absent: V. Dicks

Location: 119 C&F

Handout: 1997 Resource Room Inventory

Prepared by: J. Thomson

Agenda Item	Discussion / Issues	Decisions / Future Action
1. Call to Order / Announcement / Information Dissemination		
2. President's Preamble	<p>The 9/3/06 draft of the President's Preamble was reviewed in detail.</p> <p>SC's comments:</p> <ul style="list-style-type: none">- It is much better than the last draft.- The Preamble:<ul style="list-style-type: none">- needs more emphasis on academic programs.- should direct the reader to what is coming.- should weave things that have been done into it.- There is a section for each of the Mission's goals, i.e., mission and identity, academic, student life, facilities management and support.- The last paragraph needs strengthened. <p>K. Zimmerman-Oster's comments:</p> <ul style="list-style-type: none">- The Preamble will have Fr. Stockhausen's signature and the date.- Since it is the President's Preamble, there should not be any major changes.	
3. 7/31/06 Self-Study Draft Review	<p>K. Zimmerman-Oster reviewed the 7/31/06 Self-Study draft soliciting information to help close evaluative loops identified by Dean Mellon. Her response to questions/ comments:</p> <ul style="list-style-type: none">- September 7 is still the date that the Self-Study goes to the printer.- She needs any additional evaluative comments tomorrow.- Evaluative information is what the visiting team will get when they show up. They will get a 3 dimensional picture.- UDM is weak in continuous quality improvement (CQI).- The added evaluative information will satisfy some but not all of K. Solomon's suggestions.- The Self-Study is still not evaluative enough. Is there anywhere else where we can say something evaluative? <p>SC's comments:</p> <ul style="list-style-type: none">- In many cases the SC cannot close the loop since work still needs to be done.- The structure we imposed on ourselves needs to be explained in the introduction, i.e., lessons learned. <p>After a discussion, the SC voted unanimously not to send the Preamble to K. Solomon.</p> <p>To a request by K. Zimmerman-Oster, E. Bell said she would provide the range of scores for the NESSE and Student Opinion Surveys.</p>	<p>Chapter co-chairs will get any additional evaluative comments to K. Zimmerman-Oster tomorrow.</p> <p>The SC will not send the Preamble to K. Solomon.</p> <p>E. Bell will provide the range of scores for the NESSE and Student Opinion Surveys to K. Zimmerman-Oster.</p>
4. Coaching	<p>K. Zimmerman-Oster's comments:</p> <ul style="list-style-type: none">- Questions to be used in coaching the ALT/PC:<ul style="list-style-type: none">- 1. What 5 things did you learn from the Self-Study?- 2. How does the Self-Study influence your decision making?- 3. How do you see this document being used after this visit?- 4. Why are the weaknesses listed last time still weaknesses?	

	<ul style="list-style-type: none"> - 5. What are we going to do about them? -6. Do we have a unified plan to address them? <ul style="list-style-type: none"> - The SC must continue to advocate the use of the Self-Study to the Shared Governance committees. - The visiting team will receive the Self-Study before Thanksgiving. <p>SC's comments:</p> <ul style="list-style-type: none"> - We have already started coaching with the work on the Strategic Plan. - A mock visit would be helpful. - The questions are needed by the Board of Trustees, ALT/PC and the McNichols Faculty Assembly's task forces, teams and committees. - The visiting team: <ul style="list-style-type: none"> - is going to ask if UDM has a unified plan to address UDM's weaknesses. - will spend a lot of time with the PC. - The Presidential Ambassadors are not representative of our student population. <p>L. Bossman's response to questions/comments:</p> <ul style="list-style-type: none"> - The visiting team: <ul style="list-style-type: none"> - will start asking questions once they receive the document. - team chair will start making visiting plans the beginning of January. - looks for the holes in the Self-Study. The holes are strategic planning, facilities and endowment. - While you can pick the students that the visitors meet with, the visitors can wonder around campus interviewing students. 	
<p>4. Resource Room</p>	<p>The 1997 Resource Room Inventory prepared by K. McLonis was distributed. Since K. McLonis is on short-term leave, she will not be available until October 2.</p>	
<p>5. September and October Meetings</p>	<p>The September and October meeting will discuss strategies, the final draft of the Self-Study, students, brainstorming questions and a bullet document of what people need to know.</p> <p>SC's suggestions:</p> <ul style="list-style-type: none"> - K. Zimmerman-Oster should contact her Loyola-Chicago contact regarding last minute plans. - A couple of articles should be placed in Campus Connection and the Varsity News. 	<p>Upcoming Meetings - 119 C&F</p> <ul style="list-style-type: none"> - Tuesday, September 19 - 2:00 - 4:00 p.m. - Thursday, October 5 - 2:00 - 4:00 p.m. - Thursday, October 19 - 2:00 - 4:00 p.m.
<p>6. Adjournment</p>		<p>9/7/06</p>