

I. Welcome

Denise Robinson Lewis, Chair, Directors' Council

II. Preparing for the Middle States Self-Study Visit – What You Need to Know

Dr. Sandra Hill, Associate Provost; Dr. Jonathan Lincoln, Associate Provost

- The draft self-study was uploaded to the Middle States portal on February 5, 2021
- The virtual meeting will be March 14 until March 17 with the readout of the findings being presented the morning of March 17.
- The key points in preparing the meeting are:
 - o Be flexible as possible on the days of the visit
 - o The committee will drive the meeting
 - o They are interested in assessment practices as well as academics; want to know how an area knows what they are doing is having an impact
 - o Be ready for requests over the next month as the team prepares; they may request additional documentation that was not already submitted.
 - o Be honest with your responses
 - o It's okay to say "I don't know" as a response to a question
 - o There will be open community sessions during the visit; some may be focused on specific groups
 - o Members should be familiar with the standards that are relevant to their areas
- The final submitted self-study will be posted for access by the WP community within a week.
- The reporting has shifted to an annual basis versus a lengthier report every two years.
- The read out will include team member assessing what they can help with; recommendations for improvement; and a general review that will help with improvements/adjustments in the future.
- Jonathan Lincoln gave a special "thank you" to Michael Corso for providing a detailed report on the verification compliance. This was from a request from the US Department of Education relating to financial aid for students as part of the Middle States process.
- There may be a public calendar of the schedule provided. Sessions are likely to run concurrently.
- There will be a Town Hall for the University community to attend ahead of time. The same topics as this presentation will be included.
- Dr. Hill thanked everyone who has been involved in the process to date.

III. IE Website Overview - Sesime Adanu, DC Assessment (Sub)Committee Chair

Sesime presented an overview of points of interest on the Institutional Effectiveness (IE) website.

There were three assessment committees created as part of the Middle States process; additional information will be added to the website.

The NSSE and FSSE surveys are currently accessible but more information will be added as the group reviews the data.

There are stats packets with information about degree programs.

The FactBook is being migrated to PowerPI. Some chapters are available now but most are not. The data can be manipulated by the end user and downloaded as a PDF.

The Fall 2020 Non-Returning Student survey will be ready by the end of February.

Some data for students are behind the firewall/require a WP login.

Waiting on data from other areas before the FY2020 retention data will be available.

IV. 20-21 Scholarship Recipient Thank You Letter - Judy Linder
Scholarship Update and Appeal for Academic Year 21-22 - Liana Fornarotto

Judy read a letter provided by the 20-21 scholarship recipient. She also shared a video from the recipient indicating his acknowledgement and gratitude for the funds.

The balance of the current scholarship fund is \$465. Members were asked to consider giving, perhaps on behalf of the retirees.

V. Announcements

Upcoming DC Leadership and Steering Committee Nominations

Don Bennet announced the elections process for the next term of 2021-2023. The slots are: Chair; Vice-Chair; Secretary; and one At-Large Steering Committee member.

Survey Reminder

Members were reminded that the survey link would be sent out with the announcements following the meeting.

VI. Reflections from Retired DC Members and Closing Remarks

Denise Robinson Lewis acknowledged recent retirees. Denise, Joy Durham, and Judy Linder served as a subcommittee to find a way to acknowledge the retirees. Each retiree was asked to present a video of reflection questions. The videos were shared with the group.

VII. Announcements

Announcements were collected in the chat in Zoom. There were many congratulatory messages for the retirees.

David Jones shared a flyer for the Spring 2021 Community Dialogue series.

VI. Adjournment

The meeting adjourned at 4:15PM.