

UNIVERSITY SELF STUDY STEERING COMMITTEE
Minutes
February 13, 2007

Present: Ms. Robyn Dickinson, Dr. Richard Klonoski, Dr. John McInerney, Dr. Linda Ledford-Miller, Dr. Elizabeth Randol, Dr. David Rusak, Dr. Edward Scahill, Mr. Edward Steinmetz (Co-Chair), Ms. Bonnie Strohl, Ms. Valerie Taylor and Dr. Janice Voltzow (Co-Chair)

Guest

Substitutes: Ms. Mary Elizabeth Moylan (for Dr. Dona Carpenter)

Recorder: Ms. Linda Scherer

1.0 **Approval of Minutes**

The minutes from the January 30, 2007 meeting were approved as printed.

2.0 **Review and Discussion**

2.1 **Spreadsheets**

The spreadsheets are all completed. If anyone needs copies of any of the standards, email Ms. Scherer and she will send you a hard copy. The spreadsheets are also available on Blackboard.

2.2 **Standards 1-6: Institutional Context**

Working group chairs for Standards 1-6 were asked to summarize where the University is in the strengths and weaknesses for the standard and also where we are with the Ignatian education context.

2.2.1 **Analysis of strengths and weaknesses &**

2.2.2. **Progress on meeting goals of Ignatian education**

Summaries for Standards 1-5 were distributed to members and reviewed. These handouts will be attached to the minutes for distribution and reference for the committee. Listed below are brief summaries that, by no means, encompass all of the information mentioned and/or discussed.

Standard 1: The university is trying very conscientiously to live up to the vision for a Jesuit University. More attention could be focused on the **Mission** awareness.

Standard 2: Advanced structures and organizational guidelines have been put in place so that our Mission informs our Tactical and Strategic **Plans** and our plans guide our decisions. In turn, our outcomes assessment procedures assess the results of these decisions related to the Mission. More attention could be focused on encouraging the University community members to utilize the vast amount of available information and to generate more effective communication.

Standard 3: In the **Human Resources** area, there was care and concern for the whole person with many opportunities for training and skill development, along with the tuition remission program. More attention could be focused on filling positions quicker and the department's image when advocating for both sides. This area fills many of the goals of the Ignatian education with the Employee Assistance Program, the Wellness Committee, etc.

In the **Financial Resources** area, the endowment had rebounded for 2005-2006, there is good use of the Strategic Plan for allocation of resources, a recruiter mindset has been created, there are two financial awards for minority students and advancement is breaking records. More attention could be focused on better communication of the funding decisions and the fact that the University is tuition driven. The Venture Scholars Program speaks to the progress of the Ignatian education goals.

There were many strengths in the **Technical Resources** area with numerous technological resources and assistance available. More attention could be given to funding for dated system replacements, web-based instruction and library expenditure funding. In consideration of the Ignatian education goals, Blackboard and "guest" access are community building communication tools.

Along with a well maintained and illuminated campus, security is managed by Royal Card access and officers patrolling the **Physical Facilities**. Extra attention could be given to the concern that there are more FIP and FMP requests than there are available funds to complete. Ignatian education goals are being met by the space devoted to chapels, a Mosque, a multicultural center, Chapman Lake Retreat and public access to sports' fields when not being used by the University community.

Standard 4: Although documents were well written, accessibility of the documents was not good. The **Board of Trustees and Governance** documents were very useful. It was found that there is a strong commitment to the values and mission of the University by the Board of Trustees. More attention could be given to the orientation of new trustees in order to educate them to what is expected of them.

Clearly written policies for the University community exist and support for the University's Ignatian mission is contained in the preamble of the Student Government Constitution. Attention could be focused on educating the University community on who to approach in the governance system, especially in regard to providing an opportunity to express their ideas about policies that affect them.

Standard 5 & 6: (Administration & Integrity) Two questions referring to Conflict of Interest and Conflict of Individual Property Rights Policies were the least of the concerns. Although the Justice Related programming was well funded, there was a lack of good communication and connecting pieces of programs. Diversity addressed ideas and programs, along with background; however, there is still a struggle with recruitment and retention. In regard to Academic Freedom Issues, full time faculty have a structured, findable grievance policy; while, staff and adjunct faculty are still the most vulnerable population on campus. More attention could be focused on the lack of transparency with informal procedures and what goes on behind closed doors. While external communication works fairly well, there are significant concerns about a lack of consistency with internal communication.

3.0 Homework

3.1 Help working groups complete their research

Any working group chairs who need assistance in completing their research should contact Mr. Steinmetz and/or Dr. Voltzow. Spring meeting schedules for the working groups should be emailed to Dr. Voltzow.

3.2 Chairs of Standards 8-13

Working group chairs for Standards 8-13 should summarize strengths, weaknesses and Ignatian education progress for **the next meeting on Tuesday, March 20th**. A one (1) page summary should be emailed to Dr. Voltzow by Friday, March 16th at the latest.

3.3 Drafts of working group reports due February 28

All drafts of working group reports are due by February 28, 2007. An electronic version should be emailed to Dr. Voltzow.

4.0 Adjournment

There being no further business to discuss, the meeting was adjourned at 9:45 a.m.

cc: H. Baillie
J. DeSanto