

UNIVERSITY SELF STUDY STEERING COMMITTEE

Minutes

November 9, 2007

- Present:** Ms. Constance McDonnell, Ms. Robyn Dickinson, Dr. John McInerney, Dr. Edward Scahill, Mr. Edward Steinmetz, (Co-Chair) Ms. Bonnie Strohl, Ms. Valerie Taylor, and Dr. Janice Voltzow (Co-Chair)
- Substitutes:** Dr. Joseph Fusaro (for Dr. David Rusak)
- Recorder:** Ms. Linda Scherer

1.0 Approval of Minutes

The minutes from the September 28, 2007 meeting were approved

2.0 Updates

2.1 Drafts of Self-Study Report

Hard copies of the Draft Self-Study Report were sent to all of the committee members, department chairs, heads of governance and administrators. All other members of the University were sent emails with a link to the report. The email also offered to supply a hard copy to those who needed one. Announcements were posted in Royal News and on MyScranton.

2.2 Feedback from Forums

Feedback from the forums held on November 5, 2007 was very helpful. The number of required general education credits was a point of discussion among faculty. Discussion ensued among the members of the Steering Committee. One question that seemed to summarize much of the concern was: Is the University's general education curriculum doing what it needs to do and can it be improved? Since it is the start of the process, no conclusions have been reached yet. Part of the reason the document is presented to the campus is to encourage feedback/ suggestions and to raise questions such as these.

There will be a meeting with the Faculty Senate today at 3:15 p.m. in Brennan Hall. Members of the Steering Committee were encouraged to attend.

3.0 Review and Discussion

3.1 Committee Memberships

Dr. Voltzow asked that members double check everything on the committee lists to be sure the members listed are correct—including titles, positions, etc. Any changes should be emailed to Dr. Voltzow as soon as possible.

3.2 Conclusions Section

All were encouraged to not focus only on the Conclusion Section, but

the whole document. The Conclusion Section should be looked at as a summary or list of recommendations. Dr. Voltzow asked if this part of the document should be changed to “Common Themes of the Recommendations”. Discussion ensued with all in agreement to include the following wording suggested by Ms. Strohl: “Throughout the investigation, recommendations emerged centered around the following themes:”

3.3 Other Comments

Any other recommendations should be emailed to Dr. Voltzow by November 30th.

When all of the comments and feedback are received and a final draft is prepared, members will receive an email containing this final document. A meeting will be scheduled for discussion at this time. It is anticipated that this will occur in early 2008.

4.0 Homework

4.1 Update Membership of Working Group

Everyone was asked to update the membership of the working group lists and email Dr. Voltzow with any changes.

4.2 Encourage Comments and Suggestions by Colleagues

Dr. Murray is focusing on outcomes. In a textbook recently received by Dr. Fusaro, the author said “mixed methods research” is predominantly being used. It was suggested that the University might want to consider this for our accrediting bodies in the future. Ms. Dickinson expressed interest in this information. A copy will be sent to her.

It was suggested that Steering Committee Members encourage comments and suggestions by colleagues concerning the Draft Self-Study Report. Any feedback received can be emailed to Dr. Voltzow or Mr. Steinmetz.

4.3 Return Comments and Suggestions by 30 November

Members were reminded to email all further comments/suggestions to Dr. Voltzow or Mr. Steinmetz by November 30, 2007.

5.0 Adjournment

The meeting was adjourned at 11:50 a.m.