

**Accreditation Luncheon
Meeting Notes
October 20, 2006**

Attendees: Linda Acciardo, Abu Bakr, Marilyn Barbour, Linda Barrett, Judy Beckman, Cindy Bonn, Garry Bozylinsky, Fran Cohen, Thomas Dougan, Art Gold, Jack Humphrey, Leland Jackson, Len Kahn, Harry Knickle, James Kowlaski, Beatrice Lemoine, Barbara Luebke, Ann Morrissey, Lynn Pasquerella, C. B. Peters, David Porter, Karen Ramsay, Yngve Ramstad, Jayne Richmond, Beverly Swan, Grant Willis, Vincent Wilczynski, Vern Wyman.

Introduction

Co-chairperson Kowalski called the meeting to order and handed out the agenda. Provost Swan welcomed the group. She informed everyone that she and the president have submitted a request to NEASC for Jo Ann M. Gora, President of Ball State University, to serve as chair of the NEASC accreditation team visiting URI. President Gora is the former Chancellor of the University of Massachusetts Boston. We do not know if she will accept. Provost Swan explained that the Steering Committee will invite whoever accepts the invitation to chair the accreditation team to visit URI in the spring.

Accreditation Web Site

Co-chairperson Beckman showed the group the accreditation web site on the projection screen. She is thrilled with the progress and asks the group to check out the site, especially the documents that are being placed on the site. Co-chairperson Kowalski noted that the documents spreadsheet on the site is just a suggestion from NEASC and informed the group to send anything to be inputted into the spreadsheet that they feel is relevant. Provost Swan reminded the group that hard copies of everything need to be in the workroom.

Report

Co-chairperson Kowalski reminded everyone of the format and suggested notes be taken. He informed the group to follow these guidelines: when drafting, do not write like an engineer, do not have to answer every question, address issues and do not rigidly follow format, think about the story line and make reports a flowing narrative. NEASC suggests putting together a narrative. Director Morrissey asked about bolded sub headings on report. She doesn't think that would work, but someone suggested it to her. Co-chairperson Kowalski said he didn't know but a couple of standards broke sections into pieces. Provost Swan told Director Morrissey to think about who will be reading the report and it needs to be consistent from beginning to end. Assistant Vice President Wyman mentioned there is a lot of highly detailed information in his standard. Co-chairperson Kowalski told him to put in the basic information and if the team will ask if they want more detailed information. Dean Cohen asked Co-chairperson Kowalski about references in text, how to address them. Co-chairperson Kowalski said last time references came at the end in appendices. Director Morrissey said it is most helpful when they come right after, especially in the case of a web link. Co-chairperson Kowalski told the group the completed draft

needs to be done in the spring because additional time is needed to look at documents and receive comments.

Student Involvement

Co-chairperson Kowalski has received 3-4 names from the Graduate Association. These students will be assigned to specific teams.

Process

Provost Swan pointed out to the group that the accreditation process needs to be publicized on and off-campus. The public needs to be aware of the purpose of this accreditation, when the last accreditation was, the status of the accreditation, the possible outcomes and we need to invite comments.

Committee Reports

#1 Mission and Purpose – Professor Barbour reported her committee has questions to ask the Faculty and to Administrators regarding Mission Statements. She also has survey to administer to students. Will be using Writing courses to administer survey in class. Professor Barbour asked the group if anyone had any questions they would like to add to the survey. The committee has reviewed the Mission Statements that have come in and compared them to the URI Mission Statement. The committee is coming along and are starting to write.

#2 Planning and Evaluation – Directors Bakr and Morrissey reported. Director Bakr distributed handouts and an update. They have sent a lot of the materials for the web site and the initial draft for description section is complete. Work on the appraisal section has begun and will generate data by involving focus groups. The focus groups will be held 10/23-11/3; 45-50 people have agreed to participate. A few graduate students and staff are being trained to facilitate the focus groups and have received a stipend for their work. Director Acciardo told Directors Bakr and Morrissey that she has the best URI and student list-servs to use to get the word out about the focus groups.

#3 Organization and Governance – Professor Ramstad reported 5-15 lines of description for each standard has been completed. The committee is trying to develop narrative.

#4 Academic Program – Professor Luebke reported the committee is busy collecting evidence and will soon move to the web. Some writing has begun and subcommittee chairs have deadline for draft and Professor Luebke will combine into one draft.

Undergrad Degree Program – Professor Jackson reported he has some concerns. He is not finding Mission Statements and objectives for department by looking online or in the catalog. Professor Jackson suggests program descriptions be revisited. Co-chairperson agreed and tells Professor Jackson he should mention that in his report that URI needs to clear descriptions. Professor Leland stated his group is still behind.

General Education – Professor Peters reported his subcommittee organized themselves regarding projection. The report will start with the success

of the program and move onto projection. Most of the document will reflect that effort-how it is experienced by students. Professor Peters stated Director Gary Boden is producing reports and has data coming. Professor Peters stated he has more data that can fit into section. Provost Swan stated the General Education Program is a good program and way ahead of colleges around the country.

Graduate Degree Programs – Co-chairperson Kowalski reported for Associate Dean Bibb. The subcommittee is moving along but has begun their work later than other groups. The group will have a more substantial report next time.

Integrity of Academic Credits – Director Humphrey reported that the group so far has a 17 page summary, which needs to be made shorter and be consolidated into a summary. He is working mostly with the Faculty Senate and also has a lot of contacts to get information. He will be sending sources of evidence to web and summary.

Assessment of Student Learning – Professor Luebke reported for Director Grossman-Garber on assessment. She is gathering a great deal of evidence and updating the assessment web site.

#5 Faculty – Professor Kahn stated his standard has been spending a lot of time talking and are going through data received from Assistant Provost Katz. The committee has created a survey and will be sending it to faculty. Each committee member has written up sections/numbered paragraphs and are getting ready to write things up.

Teaching and Advising – Professor Knickle reported that his group has four brain storming sessions. They have come up with three strengths and three weaknesses and each member will write about one.

Scholarship, Research, Creative Activity – Professor Gold reported the committee is thinking about time and effort relating to scholarships, etc. The group has examined the manual and are approaching colleges with questions.

#6 Students - Assistant Vice President Cohen stated their committee targeted September to develop their description, October to obtain review community input via open forum sessions, and November to synthesize their work. Assistant Vice President Cohen is working on electronic references for their document as well. While their first open forum had few students participate other than those on the committee itself, seven students participated in the second forum. They also will hold a session in Providence for potential student input.

#7 Library and Other Information Resources – Professor Ramsay reported that the committee is making excellent progress. They have gathered the recommended data and are organizing it according to both the NEASC list of suggested documents and the format of their self-study report.

#8 Physical and Technological Resources – Assistant Vice President Wyman reported a late start but now the committee is assembled and working on databases and information for the self-study report. There is a very robust database on URI facilities. The committee is currently looking into inventory and have given committee members homework.

#9 Financial Resources – Director Barrett reported Vice President Weygand has divided the standard into sections but that they have not yet brought it all together. Everyone on committee has a draft and is in the process of identifying online addresses for supporting documents and information.

#10 Public Disclosure – Director Acciardo reported the committee has met four times and is in the collection and writing mode. The committee sent out a survey to the campus community. Director Acciardo stated they requested materials from each college but are still making efforts to obtain url addresses hard copies of these materials. Some “sub standard” sections are already written in narrative form but they have yet to “pull it all together.”

#11 Integrity – Vice Provost Pasquerella reported the standard has been divided into sections. Director Gregory is gathering data, Professor Ferszt is focusing on diversity, Vice Provost Pasquerella herself is focusing on Compliance and Director Burke is focusing on Athletics and Compliance within Athletics. The committee has yet to access the Board of Governors for Higher Education for evidence about ethical practices at that level of the URI organization. Professor Ramstad and Vice Provost Pasquerella will talk about approaching Board with questions.

The meeting adjourned at ~1:45pm.