

Implementation Team for Institutional Effectiveness Meeting

Wednesday, September 2, 2020
1:00 p.m. – 2:00 p.m. Zoom Meeting

AGENDA

Guests: Holly Fox, Andy Mull

Kutztown University Decennial Self-Study SharePoint Site	H. Fox/A. Mull/B. Meares/C. Wells
Assessment/Academic Assessment Council (Updates)	K. Prock/K. Rauch
MSCHE Virtual Site Visit Agenda and Committee	C. Wells
Administrative Unit/Program Review Summary Form	Team
Administrative Unit/Program Self-Studies and External Reviews Evaluation Sheet*	Team
2019-2020 Annual Report	Team
Administrative Unit Self-Studies/External Reviews	Team
<ul style="list-style-type: none">• Community Outreach• Distance Education• Human Resources• McFarland Student Union	

*Provide feedback to division vice presidents on the extent to which non-academic units are successfully meeting unit outcomes and will identify the actions taken on the recommendations listed in the self-studies and external reports.

Reminders:

- Administrative Units Assessment Day: Monday, September 14.
- Academic Assessment Day: Friday, September 18.
- 2020 IUPUI Assessment Institute; online October 25-28, 2020; registration is free. For a list of sessions and more information see: <https://assessmentinstitute.iupui.edu/>.

Fall Semester Meetings

- Wednesday, September 16; 1:00 p.m. – 2:00 p.m.
- Wednesday, September 30; 1:00 p.m. – 2:00 p.m.
- Wednesday, October 14; 1:00 p.m. – 2:00 p.m.
- Wednesday, October 28; 1:00 p.m. – 2:00 p.m.
- Wednesday, November 11; 1:00 p.m. – 2:00 p.m.

Implementation Team for Institutional Effectiveness Meeting

Wednesday, September 16, 2020

1:00 p.m. – 2:00 p.m. Zoom Meeting

<https://kutztown.zoom.us/j/96249270929?pwd=c0FXWk1GUE9Ka3FjWEtYNkpKaFpTUT09>

AGENDA

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| Assessment/Academic Assessment Council (updates) | K. Prock/K. Rauch |
| MSCHE Virtual Site Visit Committee (update) | C. Wells (and Committee) |
| Administrative Units Assessment Day (September 14)
(Review of Non-Academic Unit Assessment Reports) | K. Prock/C. Wells |
| Administrative Units Self-Studies/External Reviews
(Evaluation Rubric) | |
| <ul style="list-style-type: none">• <i>Community Outreach Center: N. Cartwright/K. Prock</i>• <i>Distance Education: M. Delaney/B. Meares/M. Santos</i>• <i>Human Resources: W. Hilton/K. Rauch</i>• <i>McFarland Student Union: J. Pena/G. Shelley/C. Wells</i> | |

Institutional Assessment Report 2019-2020 (Academic Assessment Report, Administrative Units and Programs Annual Assessment Report, General Education Assessment Committee Report, and Strategic Planning Assessment Report)	Team
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Reminders:

- Academic Assessment Day: Friday, September 18.
- 2020 IUPUI Assessment Institute; online October 25-28, 2020; registration is free. For a list of sessions and more information see: <https://assessmentinstitute.iupui.edu/>.

Fall Semester Meetings

- Wednesday, September 30; 1:00 p.m. – 2:00 p.m.
- Wednesday, October 14; 1:00 p.m. – 2:00 p.m.
- Wednesday, October 28; 1:00 p.m. – 2:00 p.m.
- Wednesday, November 11; 1:00 p.m. – 2:00 p.m.

Implementation Team for Institutional Effectiveness Meeting

Wednesday, October 14, 2020

1:00 p.m. – 2:00 p.m. Zoom Meeting

<https://kutztown.zoom.us/j/99388538382?pwd=SUQ1bmJsZ1AyMWU3RWY5ZXlkVllxZz09>

AGENDA

Assessment/Academic Assessment Council (updates)	K. Prock/K. Rauch
MSCHE Virtual Site Visit Committee (update)	C. Wells (and Committee)
Second Administrative Units Assessment Session (October 16) (Review of Non-Academic Units Assessment Reports)	K. Prock/C. Wells

Administrative Units Self-Studies/External Reviews

- *Community Outreach Center: N. Cartwright/K. Prock*
- *Distance Education: M. Delaney/B. Meares/M. Santos*
- *Human Resources: W. Hilton/K. Rauch*
- *McFarland Student Union: J. Pena/G. Shelley/C. Wells*
- *Student Involvement:*

Institutional Assessment Report 2019-2020 (Academic Assessment Report, Administrative Units and Programs Annual Assessment Report, General Education Assessment Committee Report, and Strategic Planning Assessment Report)	Team
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As May Arise	Team
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Reminders:

- 2020 IUPUI Assessment Institute; online October 25-28, 2020; registration is free. For a list of sessions and more information see: <https://assessmentinstitute.iupui.edu/>.

Fall Semester Meetings

- Wednesday, October 28; 1:00 p.m. – 2:00 p.m.
- Wednesday, November 11; 1:00 p.m. – 2:00 p.m.

Implementation Team for Institutional Effectiveness Meeting

Wednesday, November 11, 2020

1:00 p.m. – 2:00 p.m. Zoom Meeting

<https://kutztown.zoom.us/j/93143290205?pwd=YVIDTENrK3E0N115aDNxMXdMZ2NEZz09>

AGENDA

Assessment/Academic Assessment Council (updates) K. Prock/K. Rauch

MSCHE Virtual Site Visit (11/12/20 – 11/13/20) C. Wells

Administrative Units Second Assessment Session (10/16/20) K. Prock/C. Wells
10:00 a.m. – 10:50 a.m. = 40 participants
11:00 a.m. – 11:50 a.m. = 14 participants

IUPUI Assessment Institute (debrief) K. Prock/K. Rauch

Administrative Units Assessment Reports K. Prock/C. Wells

Administrative Units Self-Studies/External Reviews

- *Community Outreach Center: N. Cartwright/K. Prock*
- *Distance Education: M. Delaney/B. Meares/M. Santos*
- *Human Resources: W. Hilton/K. Rauch*
- *McFarland Student Union: J. Pena/G. Shelley/C. Wells*
- *Student Involvement: K. Prock/C. Wells*

Institutional Assessment Report 2019-2020 Team
(Academic Assessment Report, Administrative Units and Programs Annual Assessment Report, General Education Assessment Committee Report, and Strategic Planning Assessment Report)

As May Arise Team

Spring Semester Meetings

- Wednesday, January 13; 1:00 p.m. – 2:00 p.m.
- Wednesday, February 3; 1:00 p.m. – 2:00 p.m.
- Wednesday, February 24; 1:00 p.m. – 2:00 p.m.
- Wednesday, March 17; 1:00 p.m. – 2:00 p.m.
- Wednesday, April 7; 1:00 p.m. – 2:00 p.m.
- Wednesday, April 28; 1:00 p.m. – 2:00 p.m.
- Wednesday, May 19; 1:00 p.m. – 2:00 p.m.

Implementation Team for Institutional Effectiveness Meeting

Wednesday, January 13, 2021

1:00 p.m. – 2:00 p.m.

Zoom Meeting

<https://kutztown.zoom.us/j/97073493364?pwd=aEx1akNvays0L2VyMjdmOUUrUzU3QT09>

AGENDA

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| Website Updates | K. Prock |
| Winter Assessment Day (1/12/21) | K. Prock/K. Rauch |
| Middle States Commission on Higher Education <ul style="list-style-type: none">• History of KU MSCHE Accreditation• Mid-Point Peer Review (MPPR)
(Fall 2022; Commission action – Spring 2023)• Self-Study (January 2026; Evaluation Team Visit – Spring 2026) | C. Wells |
| Administrative Units Assessment <ul style="list-style-type: none">• Contact List (1/4/21)• Non-Academic Program Review Schedule (1/11/21)• Administrative Assessment Reports (2019-2020 – updates)• Self-Studies/External Reviews
(completed in 2019-2020) | Team |
| Annual Institutional Assessment Report 2019-2020 <ul style="list-style-type: none">• Academic Assessment Annual Report• Administrative Units and Programs Annual Assessment Report• General Education Assessment Committee Annual Report• Strategic Planning Annual Assessment Report | Team |
| Membership <ul style="list-style-type: none">• General Education Assessment Committee (A. Cirucci)• G. Shelley (2021-2022 academic year) | Team |
| Spring Semester Meetings <ul style="list-style-type: none">• Wednesday, February 3; 1:00 p.m. – 2:00 p.m.• Wednesday, February 24; 1:00 p.m. – 2:00 p.m.• Wednesday, March 17; 1:00 p.m. – 2:00 p.m.• Wednesday, April 7; 1:00 p.m. – 2:00 p.m.• Wednesday, April 28; 1:00 p.m. – 2:00 p.m.• Wednesday, May 19; 1:00 p.m. – 2:00 p.m. | |

Implementation Team for Institutional Effectiveness Meeting

Wednesday, February 24, 2021

1:00 p.m. – 2:00 p.m.

Zoom Meeting

<https://kutztown.zoom.us/j/92580730865?pwd=RVpMRWVXVEVzYW42TIVzNzRGcDFXQT09>

Passcode: 781482

AGENDA

Welcome: J. Kremser (G. Shelley 2021-2022 sabbatical replacement)
A. Pabon (GEAC representative; A. Cirucci replacement)

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| Academic Assessment Council (update) | K. Prock |
| Administrative Units Assessment Council (update) | K. Prock |
| Strategic Planning (update) | N. Cartwright |
| Administrative Units Assessment | Team |
| • Non-Academic Program Review Schedule (2/20/21) | |
| Annual Institutional Assessment Report 2019-2020 | Team |
| • Academic Assessment Annual Report - received | |
| • Administrative Units and Programs Annual Assessment Report | |
| • General Education Assessment Committee Annual Report | |
| • Strategic Planning Annual Assessment Report - received | |
| Spring Semester Meetings | |
| • Wednesday, March 17; 1:00 p.m. – 2:00 p.m. | |
| • Wednesday, April 7; 1:00 p.m. – 2:00 p.m. | |
| • Wednesday, April 28; 1:00 p.m. – 2:00 p.m. | |
| • Wednesday, May 19; 1:00 p.m. – 2:00 p.m. | |

Implementation Team for Institutional Effectiveness Meeting

Wednesday, April 7, 2021

1:00 p.m. – 2:00 p.m.

Zoom Meeting

<https://kutztown.zoom.us/j/94812528256?pwd=eHZtWnhYMnd4eVJaRGcrSXphVHdKUT09>

Meeting ID: 948 1252 8256

Passcode: 540086

AGENDA

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| Middle States Commission on Higher Education | C. Wells |
| <ul style="list-style-type: none">• Kutztown University Statement of Accreditation Status• Middle States – KU History of Accreditation | |
| Strategic Planning (update) | N. Cartwright |
| Academic Assessment Council (update) | K. Prock |
| Administrative Units Assessment Council (update) | K. Prock |
| <ul style="list-style-type: none">• D. Bond (replacement for K. Rhode) | |
| Administrative Units Assessment | Team |
| <ul style="list-style-type: none">• Counseling and Psychological Services: Self-Study completed• Student Assistance: Self-Study completed• Non-Academic Program Review Schedule 4-2-21• Student Involvement: Self-Study/External Review (feedback will be ready for 4/28/21 meeting) | |
| Annual Institutional Assessment Report 2019-2020 – Draft 1 | Team |
| <ul style="list-style-type: none">• K. Prock and C. Wells will meet to discuss AUAC Report• Draft 2 will be sent before 4/28/21 meeting | |
| Spring Semester Meetings | |
| <ul style="list-style-type: none">• Wednesday, April 28; 1:00 p.m. – 2:00 p.m.• Wednesday, May 19; 1:00 p.m. – 2:00 p.m. | |

Implementation Team for Institutional Effectiveness Meeting

Wednesday, April 28, 2021

1:00 p.m. – 2:00 p.m.

Zoom Meeting

<https://kutztown.zoom.us/j/99553835079?pwd=Mzk1Mk44SjhyRUZsWU5hKzFjaHJMQT09>

Meeting ID: 995 5383 5079

Passcode: 086155

AGENDA

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| Strategic Planning (update) | N. Cartwright |
| Academic Assessment Council (update) | K. Prock |
| Websites:
AUAC: https://www.kutztown.edu/about-ku/administrative-offices/assessment/committees/administrative-unit-assessment-council.html | K. Prock/C. Wells |
| ITIE: https://www.kutztown.edu/about-ku/administration/institutional-effectiveness/implementation-team-for-institutional-effectiveness.html | |
| Administrative Units and Programs Annual Assessment Report 2019-2020 (4/26/2021) | Team |
| Annual Institutional Assessment Report 2019-2020 – Draft 1 | C. Wells |
| Spring Semester Meetings | |
| • Wednesday, May 19; 1:00 p.m. – 2:00 p.m. | |

Implementation Team for Institutional Effectiveness Meeting

Friday, June 4, 2021
10:30 a.m. – 11:30 a.m.

Zoom Meeting

<https://kutztown.zoom.us/j/98169239079?pwd=ZnJ6b1BpR1MxVmJiUnZqWUkxSGw5dz09>

Meeting ID: 981 6923 9079

Passcode: 039312

AGENDA

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| Strategic Planning (update) | N. Cartwright |
| Middle States Commission on Higher Education | C. Wells |
| <ul style="list-style-type: none">• Annual Institutional Update 7/12/21 – 8/16/21• No increase in annual dues for 2021-2022 (payment by July 31; invoicing in June) | |
| Annual Institutional Assessment Report: 2019-2020 | Team |
| <ul style="list-style-type: none">• Draft 3• Addition of narrative on pp. 3-4 referring to Fall 2019 General Education Report• Fall 2019 General Education Report added beginning on p. 41, Attachment III | |

As May Arise