COAH Leaders Meeting—October 15, 2014
10 a.m.
Minutes

In attendance: Shelly Elman, Steve Goodson, Randy Hendricks, Kevin Hibbard, Meg Pearson, Denise Overfield, Kevin Shunn, Felix Tweraser, Mark Tietjen (scribe)

Guests: Cher Hendricks, Cathi Jenks, Bill Norris

1. Assessment (Cher and Cathi)
   Cher and Cathi want to help leaders be more efficient and successful in assessment. They want to learn what departmental assessment needs are (not assessment of program (SLOs) but SMART goals). Steve expressed the confusion many have about assessment and SMART goals and that there need to be clear expectations. There will be LDI workshops and workshops with Dr. Barbara Walvoord of Notre Dame to help leaders figure out assessment for their unit. Further, they are working on a chart that explains the variety of goals we are supposed to have and how they are related. Cher and Cathi are meeting with President Marrero regularly to be sure his vision is being carried out. He wants all departments to have SMART goals this year.

   Meg—we need to have access to data immediately to respond appropriately.

   Departments will need to develop strategic plans that align with College strategic plan that aligns with University strategic plan.

   Randy—is there a mistake in how we have been doing program annual reporting, which has focused on SLOs? Cher—Annual reports are going away. Cathi—our reporting has been counting things we’ve done without explaining how these things help us teach or research, etc. Cathi—there’s a new software program where faculty and staff can report great things they’ve done; this will be turned into a piece to show off what UWG is doing. There will also be an accountability report (filled with numbers) that is better suited to meet the wishes of the Chancellor’s office. Cathi is looking to purchase software for new reporting that will be ready soon after the new year.

   Felix—what is happening with the updated Engage West survey? Cher—check EW website for information and feedback about the survey. There will be some modifications to survey but we have to stick with some of old questions so we can compare apples to apples. Survey will more successfully ask about engagement. We don’t want to assume that those who are dissatisfied are not engaged.

   Mark—how do we conduct EW rollout meeting when most areas for improvement are out of program control? Cher—get clarity on what faculty are dissatisfied about and discern how changes can be made. Try and keep our responses tied to the EW survey content.
2. **Capital Campaign (Bill)**

UWG is working with consultant to develop capital campaign. University is developing a case statement: writing list of priorities, dollar amounts, explanation of the campaign, why these are our needs, and how it will affect region. Likely priorities will include endowed scholarships, endowed chairs, facilities, and programming (e.g. artist in residence, study abroad programs). Consultants will approach big donors to get a sense of their commitment after first of the year. We’re looking at 50-75 million dollars, but this number will be refined based on how big donors respond. Consultants will train deans to prepare their top 5 priority lists from each college. Priorities will be broad and specific, but will support university strategic plan. Just because a departmental request doesn’t make it onto college or university list, doesn’t mean this isn’t a useful exercise. Alums want to see requests of their departments, so in a sense even those requests that don’t make the cut should be articulated.

3. Discussion of the budget has been tabled for now. Leaders will be invited to meet with Randy and/or provide input in the coming days.

Meeting adjourned.