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**AVPAA OFFICE**

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**TO:** 2006-2008 SELF STUDY STEERING COMMITTEE  
**FROM:** SARAH WITTE  
**SUBJECT:** FOLLOW-UP TO SELF-STUDY RECOMMENDED ACTIONS FROM  
SUBCOMMITTEES & REMINDER OF MARCH 3 DEADLINE  
**DATE:** 26 FEBRUARY 2008

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The recommendations from your subcommittee in June 2007 were forwarded to the President's Cabinet on July 30, 2007. For your review, attached are Action Plan Tables for each of the Standard areas for Accreditation in which your recommended action is embedded.

Please take a moment to review those actions that have been completed or are in progress and being overseen by the responsible VP / Dean of that unit. You and your subcommittee should use this information to update the currency of your standard. Please take credit for the results near the end of the standard, i.e., "As a result of this self-study, the Subcommittee on Standard X discovered x. . . recommended y. To date, the following has occurred in response to the Subcommittee's recommendation."

**Upcoming Deadline:** For the meeting next Monday (**March 3, Inlow 115, 3-4 pm**), please submit an electronic copy of your standard (s) to me no later than noon so that I can make and distribute copies to the entire steering committee at that meeting. At the meeting we will

1. focus on guidelines for analysis and peer review, and I will "pair" you to do cross-readings and cross-referencing of one another's standards to move us to the draft that will be published for a first round of feedback from the university community.
2. review the timeline of events from March 3 – October 27-29, the date of the site evaluation.

Thank you for your hard work—see you Monday!

## Self-Study Action Plan: Standard One (Mission and Planning)

<i>Strategic Goal</i>	<i>Unit</i>	<i>Issue</i>	<i>Actions</i>	<i>Who Responsible</i>	<i>Completion Date</i>	<i>Completed?</i>
<b>Communication</b>	AA, UA, BFF	Communication during crisis/financial or otherwise	President's website and follow requirements of bargaining agreements	T.Seydel, President, Provost, VP BFF	December 2007	ongoing
<b>Communication</b>	UA	Access to Mission, Pres., Prov., FAQs, SP	Dr. Jim Black's consultant report	T. Seydel	Winter 2008	Integrated Marketing Team almost ready to roll out
<b>Sustainable Future, Communication</b>	AA, UA	Mission alignment w/ unit missions	Send Proposed Mission to UC, publish unit missions in obvious place(s)	M.Jaeger T.Seydel, UC	May 2008	<sup>1</sup> OUS timeline  It's before UC and will go to Fac Senate (2/08)
<b>Communication</b>	AA	Communication about SP	Finalize and publish SP	M.Jaeger T.Seydel, S.Witte	February 2008	<sup>2</sup> Strategic Planning Website  MJ has charged units to align with the implementation plan strategies and priorities
<b>Sustainable Future, Communication</b>	AA, UA	SP calendar (annual or biennial?)	Establish timeline and process—will become part of repositioning plan: Implementation Plan at President's website	M.Jaeger V.Key B&P Committee	Mar 2008	On schedule—what remains is communication and posting with the Repos. Plan
<b>Sustainable Future, Communication</b>	AA, IR, BFF	Data-driven budget decisions	develop schematic for comprehensive planning & effectiveness process	M.Jaeger V.Key	Mar 2008	MJ working with VK to sketch out a visual schematic of how sustainable planning decisions will be made

<sup>1</sup> For the Self-Study, EOU will use the mission approved by the OSBHE at the June 2007 meeting where EOU presented its portfolio. Between now and May, EOU's UC will review and recommend revisions to the Mission, Values, and Vision proposed in the Repositioning Plan (<http://www.eou.edu/pres/budget/index.html>) preliminary to OSBHE review in September 2008.

<sup>2</sup> See documents at Strategic Planning website (<http://www.eou.edu/ir/strategic.htm>)

### Self-Study Action Plan: Standard Two (Education)

<i>Strategic Goal</i>	<i>Unit</i>	<i>Issue</i>	<i>Actions</i>	<i>Who Responsible</i>	<i>Completion Date</i>	<i>Completed?</i>
<b>Sustainable Future</b> <b>Quality Education</b> <b>Student Success</b> <b>Communication</b>	AA, SA	Establish University Assessment Committee to gather evidence, interpret findings, and recommend improvements	Create master rolling schedule for assessment at all levels of the university (university, colleges, programs, courses, DDE)  Share with FS and UC	M.Jaeger M.Daugherty S.Witte	June 2008  UAC established by President Lund in September 2007	MJ will meet with UAC on 2/29/08 to review levels of assessment
<b>Quality Education</b> <b>Student Success</b>	AA	Restructure CTLA	Create environment of RFPs for pedagogical initiatives w/ attention to “closing the loop” w/ evidence of improved quality education on campus and online	M.Jaeger S. Witte	1 January 2008	CTLA was disbanded in the Repos Plan; Provost will pursue RFP pedagogical initiatives consistent with Implementation Plan priorities and strategies
<b>Quality Education</b> <b>Student Success</b>	AA	Core Gen Ed needs assessment rubric(s)	Develop and submit Core Gen Ed assessment rubrics to Univ Assessment Committee-- Implement Winter and Spring 2008	M.Jaeger, S. Witte UAC	June 2008	Rubric development underway 2/08, then to UAC and EPCC— will pilot in Spring 2008

### Self-Study Action Plan: Standard Three (Student Services)

<i>Strategic Goal</i>	<i>Unit</i>	<i>Issue</i>	<i>Actions</i>	<i>Who Responsible</i>	<i>Completion Date</i>	<i>Completed?</i>
<b>Communication</b> <b>Sustainable Future</b>	AA, SA (Enrollment Mgt.)	Customer Service	Training	HR	2007-2008	Training in Summer 2007
<b>Communication</b> <b>Sustainable Future</b>	AA, SA (Enrollment Mgt.)	Customer Access	Design and Implement Virtual Student Service Center 24/7	M.Cannon V. Key T.Seydel M. Daugherty	2007-2008	Repositioning Plan—Call Center w/ extended hours

<b>Student Success Communication Sustainable Future</b>	AA, SA (Enrollment Mgt.)	Differing decentralized processes and protocols for serving students— streamline / enhance services.	Integrate and centralize all DDE and on- campus student service functions: admissions, financial aid, registrar, student accounts, advising	M.Jaeger  M. Daugherty  M.Cannon	2007-2008	Repositioning Plan—DDE integrated into new Division of Enrollment Services 1/1/08
<b>Student Success Communication Sustainable Future</b>	AA, SA	Admissions, Fin Aid, Registrar, Student Accounts, Course Scheduling	Serve Students at times it is convenient to the students—longer hours, evening courses	M. Daugherty  M.Cannon	2007-2008	Deans and Provost looking at scheduling; Enroll. Serv. Looking at virtual and extended hours for serving students
<b>Student Success</b>	AA	Centralize Advising Functions on campus	Create centralized direction and availability, training program for faculty advisors, focus on FYE, and develop curriculum intervention program (to avoid Warning and Probation situations)	M. Cannon  M. Koza  E. Krieger	2007-2008	Career and Advising Services coordinated to serve walk-ins, more central focus on new students and FYE students  New CORE 101 Seminar Coordinator position will develop Prob and Warning intervention program
<b>Student Success Sustainable Future</b>	AA, CTLA	FYE program	Fund and Implement FYE program and track satisfaction, persistence, retention, graduation rates	M. Jaeger  S. Witte  A.Dill	2007-2008	CTLA disbanded; Rural Access Funds to hire a CORE 101 Seminar Coordinator— search effective Winter 2008

**Self-Study Action Plan: Standard Four (Faculty)**

<i>Strategic Goal</i>	<i>Unit</i>	<i>Issue</i>	<i>Actions</i>	<i>Who Responsible</i>	<i>Completion Date</i>	<i>Completed?</i>
<b>Faculty and Staff</b>	AA	Retention, Tenure, Promotion	Charge Personnel Committees to Review evaluation criteria	M.Jaeger Personnel Committees, Fac. Senate	Jan 2008 charge given to CPCs/UPC (Changes must be submitted as approved to AAP by May 1, 2008)	In process
<b>Quality Education Student Success Sustainable Future</b>	AA, CTLA, Univ. Assessment Committee	Student Teaching Evaluation process	Create Task Force to develop new assessment tool for on-campus and online courses—greater weight given to performance and advising functions of teaching	M.Jaeger Univ Assessment Committee Faculty Senate	2007-2008	Draft being developed to interface with Gen Ed Outcomes—

## Self-Study Action Plan: Standard Five (Library & IT)

<i>Strategic Goal</i>	<i>Unit</i>	<i>Issue</i>	<i>Actions</i>	<i>Who Responsible</i>	<i>Completion Date</i>	<i>Completed?</i>
<b>Sustainable Future Quality Education</b>	AA, IT	Unsustainable base of technology	Reallocation to support replacement funding	M.Jaeger P.Rowan	Jan 2008	See Reposition Plan
<b>Sustainable Future Quality Education</b>	AA, Library	Insufficient collections budget to support EOU curriculum	Reallocation to Collections Budget	M.Jaeger Deans K.Clay	Jan 2008	See Reposition Plan
<b>Quality Education Student Success Sustainable Future Partnerships</b>	President, AA, Library	Insufficient facilities and collections	Continue lobby for Library capital funds  Strengthen and expand consortium partnerships to bolster collections	M.Jaeger V.Key K.Clay	Mar 2008	No capital funds at present time; deferred maintenance and seismic repairs and possibly modernization funds – see V.Key
<b>Quality Education</b>	AA, Library	Maintenance of local collections	Digitize local collections	K.Clay	ongoing	ongoing

### Self-Study Action Plan: Standard Six (Governance)

<i>Strategic Goal</i>	<i>Unit</i>	<i>Issue</i>	<i>Actions</i>	<i>Who Responsible</i>	<i>Completion Date</i>	<i>Completed?</i>
<b>Sustainable Future</b>	AA	Shared Governance	Ensure all elected positions are filled; B&P ready for assessment-based decision making	M.Jaeger	February 2008	MJ and VK working on process for assessment-based and data-driven decision making
<b>Communication</b>	UA	Shared Governance	Publish constitution, membership, and business in obvious place on homepage	T.Seydel	September 2007	Not all standing committees are reporting and posting minutes – reminder needs to go out from Provost
<b>Communication</b>	UA	Constitution alignment	Align new Constitution w/ constitutions & bylaws in CAS	M.Levine	Fall 2007	?
<b>Communication</b>	AA	F/S Handbook	Publish Revised Handbook in obvious place on homepage or Provost's page— questions of authority should be in prefatory material in each section	K.Olson	Mar 2008	ongoing
<b>Communication</b>	AA, HR, UA	Collective Bargaining	Publish all contracts at HR website; communicate timelines and progress in bargaining.	C.Kroll S. Witte T.Seydel	September 2007 and ongoing as needed	done

### Self-Study Action Plan: Standard Seven (Finance)

<i>Strategic Goal</i>	<i>Unit</i>	<i>Issue</i>	<i>Actions</i>	<i>Who Responsible</i>	<i>Completion Date</i>	<i>Completed?</i>
<b>Sustainable Future</b>	BFF, AA, SA, UA	Transparent budget process	Make assessment and clear criteria drivers for decision making (see Standard One—B&P development of a schematic for decision making)	V.Key M.Jaeger M.Daugherty T.Seydel	June 2008	MJ and VK working on this
<b>Communication</b>	President, BFF	Restructuring, Reduction, Reallocation	Communicate w/ re: budget reductions	D.Lund T.Seydel V.Key	Fall 2007- Winter 2008	See Reposition Plan

### Self-Study Action Plan: Standard Eight (Facilities)

<i>Strategic Goal</i>	<i>Unit</i>	<i>Issue</i>	<i>Actions</i>	<i>Who Responsible</i>	<i>Completion Date</i>	<i>Completed?</i>
<b>Student Success Quality Education</b>	President	Available capital funds	Finish remodel of Inlow Hall	President	?	Dependent upon funds
<b>Student Success Quality Education</b>	BFF	Deferred Maintenance	Upgrades	V.Key		Dependent upon funds

### Self-Study Action Plan: Standard Nine (Institutional Integrity)

<i>Strategic Goal</i>	<i>Unit</i>	<i>Issue</i>	<i>Actions</i>	<i>Who Responsible</i>	<i>Completion Date</i>	<i>Completed?</i>
<b>Communication</b>	UA	Web presence	Review for: <ul style="list-style-type: none"> <li>• Visual appeal</li> <li>• Accuracy &amp; Relevance of info</li> <li>• Location of Home links—obvious?</li> </ul>	T.Seydel G.Moses	Dec 2007	Web site is currently being overhauled—ongoing process of the Integrated Marketing Team which has been working since Summer 2007 on this project
<b>Sustainable Future Diversity</b>	AA	University Policies	Review all handbook policies and develop new policies for things like online teaching, etc.	M.Jaeger	Mar 2008	Underway and in process