



Accreditation Progress Report November 3, 2009

The University is making timely progress to meet the requirements of the April 2009 re-visit of the Northwest Commission on Colleges and Universities. Given below is a progress report on each issue presented to the University. Although there is still much work to be done, the University should be in excellent position to write the interim report in January 2010. The visiting team will receive the report sometime before April and then make a site visit to evaluate the progress made. The Commission will meet in July 2010 to recommend our accreditation status.

Given below are the recommendations in bold, a section that explains what we have done thus far and a section that itemizes tasks that need doing.

Recommendations and Progress Report

Recommendation 1. The committee recommends that the Oregon State Board of Higher education collaborate with the university to undertake a clearly articulated process to clarify and approve the institution's mission in a timely manner.
Standard 6 B5 Standard 1A

The Oregon State Board of Higher Education recently approved a new governance structure. As part of the Board's division of duties, the Academic Strategies Committee was formed to address all issues related to learning, student progress, and programs. The Committee will recommend campus portfolios and mission statements.

Although Eastern's mission statement is Board approved, the University will engage in a conversation with the Committee early this academic year to determine what procedures it will employ to clarify and approve the mission.

In order to satisfy this recommendation, the Committee and Board will need to articulate, in a written policy, the manner and process by which a University shall bring forward a change in mission for approval.

Additional Tasks Required:

- a. The Provost will request that the Academic Strategies Committee develop a policy or procedure for the approval of University Mission statements.
COMPLETED. Provost Council will discuss recommendations that EOU Made concerning a mission approval process. The Academic Strategies Committee may deal with this at the November meeting and if not by the January meeting.
- b. The President will confer with the Chancellor and/or Board to help stimulate the need for this formal policy.
 - a. COMPLETED. Chairman Francesconi understands the issues and has tasked Provost's Council with drafting a process.

- c. The resultant written policies, procedures, or deliberations to these ends, will be reported to the Commission.
 - a. AWAITING COMMITTEE ACTION
- d. If the Board or Committee will take no actions, then a letter from the Committee Chair and Chancellor and Board Chair will be requested for submission to the Commission.
 - a. AWAITING COMMITTEE ACTION

Recommendation 2. The committee recommends that the Oregon State Board of Higher education engage with and appropriately oversee the University to enable the institution to effectively fulfill its mission and goals. Standard 6 B7 and Standard 6 B9

A. We believe that the Chancellor's Office and Board are keenly interested in and connected with the mission and success of the University. We have every indication that they are interested in our well being. Much of the concern from the accreditation visit related to OUS oversight was connected with the recent history of the University. The previous administration was given a great deal of latitude in exploring ways of changing the EOU revenue structure. The Chancellor and OUS finance oversight allowed EOU to fall into previously low levels of fiscal surety because it believed that there was an ultimate plan for winning new sources of revenue and student enrollment. As Eastern's fiscal and managerial system collapsed under the last administration, OUS stepped-in and corrected the situation by changing the administration and by shoring-up the reserves with a \$1M, one-time extra allotment. The Chancellor also supported EOU with a \$50k sum to bring in outside consultants to help determine how to improve student recruitment. We believe that the Chancellor's Office and Board are interested in EOU and are committed to support and oversee the overall success of the University. The assurance of this attention is bolstered by the fact that one of Eastern's faculty members sits on the Board and will be attentive to all of the needs of regional universities.

B. The Board has become acutely aware that it has a role in detailed oversight of the universities. The most recent economic downturn has brought much of this topic to light with greater attention to fiscal oversight. The Chancellor's office has initiated a high degree of communication with presidents and vice presidents for finance over tracking revenues, expenditures, and reserves. We anticipate that these new processes will insure a higher degree of oversight that will never permit the lapses allowed in the previous administration.

C. The Board received the Eastern's restructuring plan with enthusiasm and has supported the furtherance of those aims.

D. The Board has recognized the unique role of EOU in the region and will continue to support Rural Access, the small school funding package, the Health Initiative, and support for a funding level (Initially – 7% E&G) that can sustain EOU.

Additional Tasks Required

- a. The President should confer with the Chancellor and Board Chair to inquire what level of policy or specific letter of assistance could be drafted to assure that OUS and the Board provides oversight to EOU.
 - a. IN PROGRESS ON MULTIPLE LEVELS.
- b. The President/Provost/CFO should confer and draft a response pursuant to the policy/fiscal support offered by OUS and the Board sympathetic with items A-D above.
 - a. IN PROGRESS ON MULTIPLE LEVELS.
- c. The President should confer with the Chancellor and Board members to assure proper representation during the visit.
 - a. IN PROGRESS ON MULTIPLE LEVELS.

3. The committee recommends the University coordinate its planning, budgeting, and evaluation processes in a systematic and clearly defined manner that is effectively communicated to all stake holders to help assure the University's mission fulfillment and the institution's sustainability Standard 1 B Standard 7A

We have spent a great deal of time discussing this issue and have draft plans that itemize Mission, themes, goals, indicators, strategic plans, and processes. The overarching plan has been communicated to 13 groups on campus with 12 of those groups offering support for the plan. University Council has offered some tweaks to the plan that need some accommodation/negotiation.

Additional Tasks Required

- a. The final plan needs to be promulgated to the most appropriate audiences. The President, as supported by the Cabinet, will need to articulate the final plan.
 - a. IN PROGRESS. Final plan to be distributed to B&P, Senate and UC in November
- b. The process around forming the unit strategic plan must move forward such that they may begin planning now and then gel plans in fall of 2009. Provost will provide instructions and templates for each unit.
 - a. Strategic plans are well under way in each unit on campus. These will be coalesced into a University Strategic Plan by the end of November.
 - b. Decisions for funding of initiatives will BE COMPLETED BY FEBRURARY 1, 2010
- c. Protocol for communication and posting of the University Strategic Plan needs to be invented. (Provost recommends to Cabinet)
 - a. TO BE COMPLETED BY END OF NOVEMBER 2010

- d. Themes, major goals need to be articulated by President prior to process beginning at the unit level. (President supported by extended Cabinet)
 - a. INITIAL PLAN COMPLETE. Promulgation and feedback planned for month of November.
- e. A calendar will be created to instruct all units on deadlines for plans and submission of significant new initiatives to be considered for investment.
 - a. TO BE COMPLETED BY NOVEMBER 15, 2010
- f. A budget process for adjustment of the maintenance of effort of each unit needs to be articulated. Unit leaders need to understand that while base budget is to continue for SS, 08-09 spending levels will temporarily set the SS budgets for 09-10. Any adjustments to this budget should be offered through a process based on the precise needs of the unit. (Cabinet)
 - a. INITIAL PLAN COMPLETE. Promulgation and feedback planned for month of November.
 - b.
- g. Units will need to write summaries for 2008-9 Academic Year. (VPs)
 - a. COMPLETED AND SUBMITTED.
- h. An institutional summary for 2008-9 will be collected and written (Provost)
 - a. TO BE COMPLETED FEBRUARY 1, 2010

Recommendation 4. The committee recommends that the University increase its institutional research capacity to help define and analyze data necessary for effective and timely decision making and to disseminate results to all appropriate constituencies. Standard 6C 7

Creating an Institutional Data Analyst position has enhanced the current capacity of IR. This individual takes direction from the Provost and organizes the University's data to address the main issues of enrollment management, enrollment projection, major production, course participation, SCH/faculty efficacy, and all aspects of retention. IT supports this position by providing specialty programming where necessary. Software that is most commodious to creating reports has been purchased.

A "Data Dashboard" that is available to the entire EOU community is underway. The components of this dashboard will minimally contain:

Core Information

- EOU Mission, Themes, Goals, Indicators
- EOU 2008-9 Strategic Plan
- EOU 2009-10 Strategic Plan
- Unit Strategic Plans 2009-10
- Proposed Initiatives 2009-2010

Reports

- c- Annual Report from Units on Progress toward meeting Goals, 2008-2009
- c- University Summary Report on Progress toward meeting Goals/Mission for 2008-9

- c- EOU Reposition Plan January 2008
- c-EOU Draft Plan for Budget Reductions 2009
- c- EOU Retention Plan
- c- EOU Compass Initiative Summary

Data Analyses

- c- Online/On campus Interaction Report
- c- EOU Enrollment Projections, 2009-10
- c- OSU Enrollment Projections, 2009-10
- c- Enrollment Reports (Archived by term and year)
- c- Retention Reports
- c- Retention of minority/low income students
- c- Majors graduated 10-year archive
- c- SCH by prefix 10-year archive
- c- Tuition Plateau Analysis (Part of Online/On campus Interaction Report)
- c- SCH/majors by Program 5-year archive
- c- Course size matrix (less than 10 enrolled)
- Multiple year enrolment forecast model

Assessment Information

- p-Programmatic Portfolios
- p-Compass Outcomes Matrix
- p-GEC Outcomes and Assessments

Additional Tasks Required

The Provost, IR Analyst, Associate Provost and Assistant to the Provost will collect and archive this information and provide links for the President's website where necessary. Although some reports are completed, many are yet to be formed. The Provost holds most of the responsibility for the items noted above under analyses.

ITEMS NOTED ABOVE WITH A "c" ARE COMPLETED

ITEMS NOTED ABOVE WITH A "p" ARE IN PROGRESS

ITEMS NOTED ABOVE WITH A "--" HAVE NOT BEEN STARTED

Recommendation 5. The committee recommends that the University continue its academic portfolio assessment and insure uniform application across all academic programs. The committee further recommends that the student learning outcomes be an integral component of portfolio assessment. Standard 2 B 1 Policy 2.2

During Winter/Spring term 2009, all academic major programs were asked to detail all assessments and slot them towards each of five LEAP-oriented goal statements. These slotted assessments will then be placed on a cycle for data collection and be keyed to a web-entry database to track ongoing needs for program improvement.

B. Program assessment is undergoing further modification and implementation as a result of ongoing work associated with the COMPASS-COMPACT grant and ongoing affiliation as a LEAP State.

C: One component of the program portfolios, the two-year course scheduling plans, are actively being used in the reorganization/integration as one of the key documents for the three term scheduling for all CAS disciplines.

D. Faculty professional development is an outcome of the work to drive high impact practices to the first year experience. These ongoing workshops are planned to continue into fall 2009 and onward.

Additional Tasks Required

- a. Academic majors are to report outcomes of programmatic assessment of at least two of their articulated outcomes by fall term 2009. (Deans and Associate Provost)
 - a. IN PROGRESS. PROGRAMS WILL HAVE COMPLETED TWO POINTS OF ASSESSMENT, REPORTED DATA, AND MADE RECOMMENDATIONS FOR PROGRAM MODIFICATIONS BASED ON FINDINGS.
 - b. IN PROGRESS. PROGRAMS WILL UPDATE PORTFOLIOS, IR WILL LAY-IN DATA FOR SCH AND MAJOR, AND SAMPLE DATA AND ASSESSMENTS AND STUDENT WORK WILL BE ARCHIVED.
 - c.
- b. These results are collected into the report to the Commission with recommendations for program adjustments (Deans and Associate Provost)
 - a. TO BE WRITTEN PRIOR TO MARCH 1, 2010.
- c. A University model for overarching assessment of outcomes should be in place by fall of 2009. (All)
 - a. COMPLETED, IN PART. MUST FOLLOW SHARED GOVERNANCE FOR FINAL APPROVALS

Recommendation 6. The committee recommends that the university fully implement the general education curriculum GEC revision undertaken 2006-7 including the finalizing of the GEC breadth outcomes. The committee further recommends that the GEC be systematically and regularly assessed Policy 2.1 Policy 2.2

A. The EPCC has created a schedule for implementation of each of the GEC outcome assessments.

B. The GEC will undergo further modification and implementation as a result of ongoing work associated with the COMPASS-COMPACT grant and ongoing affiliation as a LEAP state. Only 3 OUS institutions and 3 states are included in this pilot project.

Additional Tasks Required

- a. EPC must take the lead to assure that the calendar of implementation and pilot GEC is completed.
 - a. IN PROGRESS.
- b. Deans and Associate Provost need to push the completion of GEC assessment as far as possible by winter 2010
 - a. IN PROGRESS.

Recommendation 7. The committee recommends that student records be secured in a fire proof safe and that the University systematically insure confidentiality of online student records Standard 3C 5

A. The remodel of the registrar's office space may opportune the installation of a fireproof space.

B. The Dean of Enrollment Management has tasked the Registrar to determine what level of paperwork is required for long term insulation from destruction. A great amount of current paperwork can be reduced to electronic files thereby eliminating the need for the volume of current paperwork and size of the fire proof safe.

C. The assurance of online confidentiality of records is under study.

Additional Tasks Required

- a. A data security plan must be in place by the end of fall term (Dean Cannon and Registrar.)
 - a. IN PROGRESS

8. The committee recommends that the post tenure review process outlined in the current faculty handbook, September 2008, be implemented consistently across the University Standard 4A 5 Policy 4.1

A: The Colleges have met and agree to a regularized process that serves the policy consistently.

B. Deans have conducted post tenure reviews for 2008-9

Additional Tasks Required

- a. Deans need to report the process used in post tenure review. This should be posted to the PT Handbook. (Deans and Assistant to the Provost)
 - a. COMPLETED. DRAFT FORM AVAILABLE TO FPC FOR REVIEW
- b. A calendar of post tenure reviews should be posted to the Provost's page.
 - a. DEANS HAVE INFORMATION. REVIEW NEEDS TO BE POSTED.
- c. Completed reviews are archived. (Deans, associate Provost, HR Director)
 - a. COMPLETED.

Recommendation 9. The committee recommends that due to the changes in governance and operations for distance education the University develop a policy and appropriate procedures to effectively evaluate online adjunct faculty Standard 4.A.5 Policy 4.1

Tasks Required

- a. A policy for online adjunct evaluation must be in place at the start of Fall term 2009. (Provost, Deans and Associate Provost) Some progress has been made with FPC on this matter and the Associate Provost has collected some ideas for review this summer.
 - a. DRAFT POLICY COMPLETED. READY FOR REVIEW BY FPC.
- b. A plan for the evaluation of online instruction for regular faculty needs to be proposed in fall of 2009 for implementation no later than fall of 2010. (Provost, Deans, FPC, Senate)
 - a. NOT COMPLETED. MAY NOT NEED TO BE COMPLETED PRIOR TO VISIT.
 - b. PROVOST'S OFFICE WILL PRESENT ALTERNATIVES TO FPC.
- c. A plan for the overhaul of the student survey used for course evaluation need to be completed by winter of 2009 for implementation in fall of 2010. (Provost, Deans, FPC, ASEOU, Senate)
 - a. NOT COMPLETED. MAY NOT NEED TO BE COMPLETED PRIOR TO VISIT.
 - b. NEED TO ASSIGN TASK FORCE.
- d. A more successful method for requiring students to complete online evaluations needs to be installed into Blackboard for implementation in fall of 2010. (Provost, Deans, FPC, ASEOU, Senate)
 - a. NOT COMPLETED. MAY NOT NEED TO BE COMPLETED PRIOR TO VISIT.

- b. TENTATIVE PLANS TO BRING UO REPRESENTATIVE TO EOU TO DESCRIBE ONLINE EVALUATION SYSTEM.

Recommendation 10. The University develop and implement a plan for insuring the adequacy of Pierce Library's core collection and facilities to meet the needs of the educational programs, insure accessibility services and collections and library users with disabilities, provide adequate space for collections, and provide sufficient quality space for library users.

President, Cabinet and Director of the Library will develop a plan.

- a. CAPITAL PLAN FOR PIERCE REMODEL APPROVED BY LEGISLATURE
- b. HEALTH INITIATIVE BUDGET FOR LIBRARY ADDITIONS
- c. ONE-TIME BUDGET PROPOSAL TO ENHANCE COLLECTION