Summary: September 28, 2006 meeting of the Accreditation Steering Committee

Present: Liz Atkinson, Jennifer Ballard (staff), Greg Copeland, John Hall, Chris Keaveney, Brenda DeVore Marshall, Bill Millar, Amy Orr, Dan Preston, Barbara Seidman, Jeff Summers, Bernie Turner, Pam Wheeler (by convener), Susan Whyte.

Barbara Seidman began the meeting by introducing possible mascots culled from her office collection – Ursula the nun, the ninja, the Venus flytrap puppet -- whose qualities may inspire, cajole, nag, and humor us through the next 2 years.

Dan Preston announced the launch of Accreditation Update, a newsletter to keep the campus informed of progress. The newsletter will be issued monthly through the accreditation visit. Let Dan Preston know of topics to include.

SUGGESTION: focus on one work group/accreditation standard each month

The committee reviewed the names, titles, and institutions of the evaluators who visited Linfield in 1998. Evaluators work at institutions like Linfield, do jobs like those we do at Linfield.

The committee reviewed Al Johnson’s (Vice President, NWCCU) 9/26 visit to Linfield. In addition to Johnson’s overview of the accreditation process for the campus (presentation slides are available at the Accreditation Self-Study website), he met with the President’s Cabinet and members of the Accreditation Steering Committee. Johnson presented a rough draft of the 2008 evaluation committee’s assignments, based on his review of our catalog and website and requested feedback.

The Steering Committee discussed the draft assignments.

<table>
<thead>
<tr>
<th>Revisions suggested by Linfield’s Steering Committee</th>
<th>Standard/Policy</th>
<th>Preliminary Assignments from Al Johnson</th>
</tr>
</thead>
<tbody>
<tr>
<td>OK as is</td>
<td>One, Six, Nine and Eligibility Requirements</td>
<td>Institutional Mission and Goals: Planning and Effectiveness, Governance and Administration to include Governance System, Governing Board, Leadership and Management, Institutional Integrity</td>
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<tr>
<td>Move Religion with other humanities Add Economics, Social &amp; Behavioral Sciences (DCE), History</td>
<td>Two and Four and Policy 2.1 and 2.2</td>
<td>Educational Program and its Effectiveness to include Anthropology/Sociology, Political Science, Psychology/Religion, Mass Communication, Intercultural Communication, History, and International Programs. Faculty. General Education and Related Instruction and Educational Assessment</td>
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</tbody>
</table>

Page 1 of 3
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| OK as is | Two and Four | Educational Program and its Effectiveness to include Applied Physics, Biology, Chemistry, Environmental Studies, General Science, Physics, Mathematics and Computer Sciences. Faculty. The Portland Campus to include HSC, HSS, NUR and SCI. |
| Add HHP here – move Health Ed from Education to HHP Move DCE to be with Distance Education | Two and Four | Educational Program and its Effectiveness to include Education including Health Education, Elementary Education, Middle School Education, Early Childhood Education and High School. Division of Continuing Education, Faculty |
| Add DCE here | Two and Four and Policy 2.6 and A-6 | Educational Program and Its Effectiveness to include Accounting, Business, Economics, Finance, International Business, Faculty. *Distance Delivery of Courses, Certificate and Degree Programs and Contractual Relationships with Organizational Not Regionally Accredited* |
| Change Art to Art & Visual Culture. Specify languages in MLA. Add Religion, Intercultural Communication, European Studies, ELCP, Arts & Humanities (DCE) | Two and Four and Policy 4.1 | Educational Program and Its Effectiveness to include Art, Communication Arts, Creative Writing (English), English, Modern Languages, Theatre Arts, Philosophy and Music. Faculty. *Faculty Evaluation* |
| OK as is (clarify: International Students here is services to students from abroad at Linfield in contrast with International Programs for students from Linfield going abroad) | Three and Policy 3.1 | Students to include Purpose and Organization: General Responsibilities: Academic Credit and Records: Student Services: Residential Programs and Intercollegiate Athletics, International Students: *Institutional Advertising, Student Recruitment. And Representation of Accredited Status.* |
| OK as is | Five | Library and Information Resources to include: Purpose and Scope, Information Resources and Services, Facilities and Access, Personnel and Management, and Planning and Evaluation, Learning Resources |
| OK as is | Seven and Eight | Finance to include: Financial Planning, Adequacy of Financial Resources, Financial Management, Fundraising and Development, Physical Resources to include: Instructional and Support Facilities, Equipment and materials, Physical Resources Planning |
Work Group Reports (in order of standard, not in order presented):

   Core group met. One group to focus on Mission & Goals. Planning Council to focus on Planning & Effectiveness.

2. Educational Program
   Department chairs charged with action (reports).
   Division chairs to winnow department reports.
   Ismail to chair Int’l Programs sub-group and work with IPO Committee.
   Bring in Registrar, Academic Advising.
   DCE will be responsibility of DCE Committee.

3. Students
   Drafting committee identified. Will establish smaller groups as needed for sub-groups.

4. Faculty
   Will draw upon Faculty Development Committee and the Promotion & Tenure committee.
   Faculty survey conducted by Amy Orr anticipated to be a good source of information.

5. Library/Information Resources
   Library sub-group and ITS sub-group forming.

6. Governance & Administration
   Will involve the President, Student Government.

7. Finance
   Finishing audit in order to have data.

8. Physical Resources
   See the report distributed at meeting – preliminary assessment of data needs, strategic issues.

9. Institutional Integrity
   Pam Jacklin not available for update.

Meeting concluded with a call for early assessment of data needs by all working groups. The resources needed to acquire the data (both funding and time) need to be planned, acquired, and allocated. All data needs (external – surveys, consultants, etc. and internal – IR, other departments, etc.) need to be coordinated across standard working groups.

NEXT MEETING: Thursday, October 26, 2006, 6:15 PM, President’s Dining Room.