

Compliance Review Steering Committee
Library, Meeting Room A
July 13, 2005
2:00 p.m.

Attending

Fetter, Wayne
Gray, Rosemary
Meche, Eddie
Ortego, Dorothy
Patterson, Joyce
Wolfe, Peggy
Woolman, Janet

Leadership Team Members in Attendance

Marianne Hartman
Delma McLeod-Porter

Marianne Hartman presided in Toby Osburn's absence.

1. All sections of the compliance report have been assigned to "lead persons," who are responsible for completion of assigned sections. Updated assignment sheets were distributed.
2. Hartman reported that Dr. Daboval is working on completions of all job descriptions and Employee Work Profiles (EWP).
 - Faculty job descriptions are "generic" across disciplines.
 - EWP are for non-teaching and non-classified employees.
3. Compliance Issues:
 - McNeese Assessment Team (MAT) has been created to review the Master Plans. Hartman is meeting with individuals who write the Master Plans in order to guide the revisions.
 - Wolfe inquired about "ongoing strategic planning." Castete and Wolfe have reviewed strategic plans from three other universities to see how their planning compares to that of McNeese. Wolfe notes that we lack institutional goals that cut across disciplines in terms of student behavioral outcomes. This is an area that needs to be addressed.
 - It was mentioned that some kind of faculty development plan needs to address how to best train faculty in issues related to assessment.
4. Hartman requested that committee members send paper copies of documents to the Office of Institutional Effectiveness.
5. Hartman announced that Faculty-Staff Handbook revisions will be uploaded to the McNeese homepage soon.

Meeting adjourned at 3:15.