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# MEETING MINUTES APR. 17, 2020

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ZOOM Meeting

**Meeting called to order:** 9:05 a.m.

**In attendance:** Sam Byington, Cheryl Cardoza, Gabriel Chavez, Tara Connelly, Melissa Deadmond, Jinger Doe, Cate Edelbeck, John Fitzsimmons, Meghan Gray, Mark Maynard (Chair), PJ Mitchell, Jennifer Pierce, Brian Ruf, Sharif Rumjahn, Karen Wikander

**Absent:** Sabrina Ladd

**Guests:** Amber Anaya, Susan Bluhm, Jody Covert, Jencie Davies, Kimberly Harn, Mike Holmes, Lori McDonald, Jen Siefer, Julie Muhle, Jencie Davies

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## Discussion regarding PURs for Programmatically-Accredited Programs

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Melissa Deadmond explained that the Office of Assessment and Planning/ASA Committee is not doing away with the PUR for these programs but wants to be more flexible. The Board of Regents wants a review of every program once per 10-year cycle and has specific criteria it would like included such as Academic Qualifications and Student Demand. Northwestern also has its own accreditation criteria. The Office of Assessment and Planning/ASA Committee is interested in making the process as streamlined and non-duplicative as possible.

Julie Muhle asked whether it was better to have a PUR right before or right after an accreditation self-study. Jody Covert added that for her program, having a PUR just before accreditation is too much to do in a short time period. Julie Muhle pointed out that categories can't be cut and pasted into the PUR, her last accreditation document was over 1,700 pages. The off-cycle report is due every year and runs about 3 pages including who applied, got into the program, and a plan.

Sam Byington said Automotive did the accreditation and then the PUR after.

Lori McDonald said that her 2017 PUR had the Commission on Dental accreditation (CODA) site visit before and that there are similarities with the CODA and PUR categories. Jody pointed out that Great Basin College submits their accreditation self-study as their PUR because there isn't much difference between the two documents.

Melissa spoke about the development of dashboards and the possibility of removing the data and tables from the PUR. The PUR has undergone two key shifts: focusing on outcomes assessment at the program, rather than course level, and departments planning and setting a 5-year plan plus annual progress reports.

Cate asked why the timeline is a 5-year cycle when NSHE requires 10 years. Melissa replied that the 5-year cycle was faculty driven.

Jinger Doe mentioned that the Vet Tech PUR is coming up soon and wondered if that program could be used to assess the overlap between an accreditation report and a PUR. Melissa suggested that the programs look for overlap in their own areas of focus. Lori McDonald said that it is good to have the record of previous chairs/deans/plans/comments and funding requests that are part of the PURs.

The committee and the guests decided that moving forward, the programs will set timelines/cycles that are workable for the individual programs and will begin to define overlaps and map between their own accreditation self-studies and the PUR. These will be completed in the first part of June 2020.

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## Approval of the April 3, 2020 Minutes

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The April 3<sup>rd</sup> meeting minutes were reviewed by the committee. Cheryl Cardoza pointed out that the Academic Dishonesty policy was listed on the minutes for discussion at the April 17<sup>th</sup> meeting and Mark Maynard explained he'd not put that on the agenda so the committee would have time to address the COVID-19 Faculty concerns instead.

*Cheryl Cardoza moved to approve the minutes and Jinger Doe seconded. The minutes were approved unanimously with no abstentions.*

## Academic Standards Spring 2020 Semester Discussion

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The committee discussed concerns and recommendations regarding the ongoing Covid-19 pandemic and move to online classes. There are concerns about the S/U policy, including an "S" counting as a "try" in a health sciences course. Karen Wikander said that the University of Virginia system set up their S/U policy in such a way that taking an S/U in a course can in no way damage your classes or academic career and that it was written into the original policy so that it cannot be detrimental to students. Cheryl Cardoza and Sam Byington discussed using incompletes for students and there were questions as to whether students who choose to take an incomplete can switch to a S/U later, if the S/U grade can be used as a grade appeal, and how long incompletes will have to be finished (will they be extended?). Tara Connelly explained that advising is currently looking at all of the permutations of S/U grades to better advise students on potential consequences down the road.

Other faculty questions included whether class caps will be lowered. Mike Holmes talked about limited capacity to use equipment once students are back on campus and Cate Edelbeck talked about the need to have additional faculty and/or smaller cohorts for clinicals to be safe. The committee decided to create a shared Google doc to continue to document faculty concerns regarding Covid-19 policies and planning, and will also review a draft statement to be crafted by Mark Maynard and emailed next week. The statement will address concerns about retention/pass-fail rates/student evaluations and then need for Faculty and Staff involvement in all decisions going forward, and the need for more support for both faculty and staff (including training, technical support, budget for home office equipment and supplies, Zoom licenses). A draft statement will be circulated to the committee next week prior to it being taken to the Executive Board meeting on Friday, 4/24/2020.

## ASA Chair Election

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Jinger Doe was nominated for ASA Committee chair. The committee voted unanimously to elect Jinger Doe as Chair of the ASA Committee for 2020-2021.

## Old Business

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None

## New Business

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None

**Meeting adjourned:** 10:52 a.m.