

Radford University Steering Committee on Sustainability
October 2, 2008
Provost's Conference Room

Agenda

1. Introductions – role each of us play in making RU a more sustainable institution and community.
2. Charge and Purpose – what are we expected to accomplish and how will be go about meeting that charge.
3. Where are we now? – presentation by the Campus Sustainability Director, Julio Stephens.
4. Engaging the larger campus community – discussion of potential sub-committee structure around areas of sustainability that would engage the larger campus community.
5. Other issues Committee Members wish to raise
6. Establishing future meeting dates.

Discussion Draft Proposal from the Academic Program Review Committee Assessment and Annual Reports

The proposal from the APR Committee is to re-institute an annual reporting process focused on assessment for each degree program and concentration.

Context

1. Annual reporting will provide a needed emphasis on the discussion of assessment data and its use to modify curriculum.
2. Annual reporting will ease the five-year reporting process. The five-year academic program review should become an aggregation of annual reporting procedures and reflection of trends.
3. A pilot test of annual reporting should occur in 2008/2009 to refine the outline of expectations. The annual reporting process for all units would occur during the 2009/2010 academic cycle.

Process

1. Each department will receive, annually, a template of information from the Office of Institutional Research for the characteristics of the unit for [that year/a five-year period] for each CIP code (degree program and concentration) contained in that department or unit.
2. Each degree program and concentration will then complete the annual report by submitting:
 - a. Name of the department/degree program/concentration (submit 1 for each CIP each year)
 - b. Institutional Research descriptive and brief paragraph of response to the statistics [e.g. our enrollments are up/down; our average class sizes are lovely/horrible...]
 - c. Assessment Information
[objectives, data collected – include tables, outcomes, actions proposed as a result]

[RU objectives to be addressed each year include providing evidence of progress or the lack thereof for: student engagement, written and oral communication, and student success upon graduation. College and department objectives should then extend beyond these issues to those specific to the degree programs in that area]
 - d. Faculty and staff contributions: publications by type, performances, awards, honors
 - e. Other Points of Pride [economic development contributions, publications, national honors]
3. The five-year program review would then consist of [the accreditation report for those with external accreditation. For those without external accreditation, the unit would submit a summary of the last five annual reports and should include (but may not be limited to):
 - a. Student enrollments, retention, number of degrees offered with comparisons to national benchmarks
 - b. Assessment summary: major changes in curriculum, degree, and/or outreach activities based upon assessment data
 - c. Faculty and staff contributions: publications, performances, awards, honors
 - d. Summary and conclusion: contributions of the program to RU 7-17 goals
4. Logistics
 - a. Data will be stored online [i.e. WeaveOnline]
 - b. Faculty data will be in a data warehouse
 - c. Annual reports will be public information