Introduction

The meeting began with a discussion of the president’s praise regarding the WASC Reaccreditation Steering Committee (WRSC). It was also mentioned that the president is very interested in the progress of the committee and would like to be more engaged in the process and appraised of its status on a regular basis. One of the WRSC members discussed a publication that was sent to her by Richard Winn. She also mentioned that our meeting with him was one of his highlights from the WASC Annual Meeting, stating that we had a “very spirited group.”

Delegation of Responsibilities and Development Workshops

WRSC took a look at the various standing committees in order to determine which groups could provide information and feedback regarding our institutional themes and actions. In order to gain feedback from the committees, representing various internal and external constituencies involved with the University, it was determined that they would be asked to convene and produce a “white paper” directed toward the implementation of institutional themes in concrete terms based upon each committees areas of responsibility. Since all of the WRSC members combined belonged to a majority of the standing committees, it was decided that they would act as the liaison between each committee and WRSC.

In addition to the discussion of extending the presence of WRSC to University committees, several suggestions were made regarding how this work could be engaged with various other constituencies including, but not limited to:

- Following through with faculty development workshops
- Convening adjunct faculty meetings
- Convening academic advisory groups
- Gathering of information from high school counselors through surveys
- The representation of WRSC at the Board of Trustees meeting in June
- Convening a staff retreat day during the Summer

By engaging in these activities and convening meetings with the various standing committees, constituencies including faculty (full-time and adjunct), students (incoming, present, and past), staff, administration, and the community at large, would be included in formulating a final version of Woodbury’s Institutional Proposal.

Summer Scheduling

It was decided that WRSC would meet during the summer every other week due to vacation timed for committee members and conflicting schedules.
Conclusion

It was concluded that the Microsoft Word version of the Institutional Proposal would be distributed via email to WRSC members so that they would be able to bring them to the attention of the various standing committees. It was also mentioned that a discussion board would be implemented at the end of May that would open up discussion of the Institutional Proposal to the greater community.