

NECHE
Standard 2 Planning and Evaluation Committee Meeting Minutes
February 15, 2019

Present: Jeff Bickford, Noemi Custodia-Lora, Wendy Shaffer, Mike Swiniarski, Barbara Stachniewicz, and Marcy Yeager

Not Present: Sharon McDermot

Recorder: Cathy Lavery

Wendy Shaffer and Barbara Stachniewicz welcomed everyone.

A copy of the NEASC Five-Year approval letter and the NECHE Standard 2 Planning and Evaluation “data first form” was handed out to everyone. A number of URLs identifying plans have been received by Wendy; we still expect to receive additional information on plans including the following:

From Sharon McDermot (per Bill’s email dated 2/7/19): Academic Program Audit 2017 as well as additional sample program review reports;

Financial Plan

Public Safety Plan

Enrollment Plan (Tina has sent the Recruitment Plan but it still needs a URL)

Development Plan (waiting to hear from Jean Poth)

Noemi will send additional one that she has on Lawrence and Community Engagement

There may be other plans as well (such as CBE).

Although not “institution-wide” the Committee was wondering if the new academic centers each have plans; it was suggested that this is included in the ISE/Academic Master Plan.

Committee members also discussed portfolio management of plans and projects/projects that have reached a certain threshold and how does that happen/get managed?

Likewise, evidence of evaluation will include the recent assessments (Huron and JNB) as well as the Gray Associates assessment done previously.

Barbara and Wendy noted that the Committee needs to write “meaty bullets” for the narrative portion of Standard 2. Mike Hearn and Scott Lancaster will take these meaty bullets and develop the full narrative.

Noemi noted when she was on a previous NECHE review training they were looking for: How do plans get developed? How many people were involved in the development of these plans? Etc. We discussed the possibility of trying to ensure that each plan received has an introductory section outlining this information. Noemi will scan forms of her training (on all standards) and send to everyone on this Committee. She also emphasized that Standard 2 and Standard 9 must be linked back to each other.

Marcy drew up some schematics about the Strategic Plan and ideally, other Plans lining up with that and supporting it and so forth.

Jeff talked about “agile philosophy”/more short-term planning but NECHE seems to still be more interested in systemic, long-term planning.

We spoke briefly about current Strategic Planning efforts being on hold and that one of the goals in the current Plan is no longer active and the reasons for that and how we would address that in the written document. This Standard has some writing challenges in that the five-year interim report (also) talked about reorganization.

We agreed that we need to speak with Suzanne Van Wert about evaluation and faculty involvement.

Mike Swiniarski reported that we no longer do the CCESE report. We will look online for progress reports on the Strategic Plan goals. We also want to be sure to include the tools we are using such as Zogotech and Tableau.

Marcy is facilitating the upcoming SOAR Forum for Standard 2.

It was decided to meet once a month. A meeting will be set up for about a month from now. An evite will be sent out.