

**Academic Assembly
October 4th, 2010**

MINUTES

Guests: Debra Ringgold, Willamette Univ., NWCCU Accreditation Team
Stephen Reno, Univ. System of New Hampshire, NWCCU Accreditation Team

1) Welcome Back

2) NWCCU (Northwest Commission of Colleges & Universities) Accreditation Team

- a) Seattle University is currently hosting their NWCCU Accreditation visit October 4-6.
- b) The accreditation team consists of ten members, most from the Northwest who are here to review the self-study documents and discuss the future of Seattle University, best practices, and recommendations. The team will put together a report that will go to the commission, who will come to a conclusion of reaffirmation of accreditation of the university.

3) Block Scheduling, 2011-2012, Charles Lawrence *(attachment)*

- a) Charles presented the block scheduling proposal to the Assembly for their consideration and recommendation. The hope is to allow for a more efficient scheduling process.
- b) All courses with this schedule would be 2- and 3-day a week.
- c) Assembly held brief discussion on implications of new schedule, evening schedule, and additional time blocks.

ACTION ITEM: Present Assembly members approved unanimously to recommend this proposal as presented.

4) Enrollment Debrief, Marilyn Crone

- a) Marilyn presented the Assembly with the most recent data for Fall 2010 enrollment. She discussed the increased interest in SU education and focus to stabilize enrollment for Fall 2011.
- b) Marilyn also discussed the Strategic Enrollment Planning Steering Council. The goals of this group will be to align academic, fiscal and enrollment planning while working with faculty and university to contribute to these goals.
- c) In May 2011, a draft of the long-term Undergraduate Strategic Enrollment Plan for 5-7 years starting Fall 2012 will be presented to the Board of Trustees.

ACTION ITEM: Marilyn asked that the Assembly nominate two individuals to sit on the steering council.

- d) Assembly discussed the concern with the increase in students and which departments may need additional assistance.

5) Compensation & Benefits Review, Planning Update, Jerry Huffman and Matt Philip

- a) Jerry and Matt presented information on the timeline and communication plan for the compensation and benefits review process. They have engaged Mercer Consulting to aid in this process. In the process they are looking at staff career and pay structures, faculty/staff pay administration, and health care plan changes.
- b) The timeline began with the satisfaction survey from 2009, will include the most recent employee preference survey, and continue to specific focus group activity, to lead to a

report that will be presented to the Executive Team. Goal to plan the redesign prior to annual pay adjustments for July 2011 and health care open enrollment Fall 2011 for January 2012.

- c) The oversight for this project is provided by the project team (Matt Philip, Keith Christensen and Mercer Consultants) as well as a steering committee that consists of select E-team members, Deans, and faculty.
- d) Faculty/Staff involvement will be gathered through targeted focus groups with regular meetings and updates. Contact Jerry or Matt if interested.
- e) Assembly discussed topics such as: faculty rank and discipline, issue of transparency, benchmarking against Jesuit universities academically and benchmarking of compensation within the market of the Seattle area, market and salary of faculty members.

6) End of Year Report, Isiaah Crawford

- a) Isiaah presented the highlights of the 2009-2010 Academic Year including degrees and certificates awarded and graduation rate.
- b) He also announced the 100% success rate of the 34 candidates who petitioned for promotion and tenure in 2009-2010 and acknowledged this as a testament to the great hiring schools/colleges did in years before.
- c) Isiaah also discussed the upcoming 2010-2011 Academic Year. Continue with the aims of the six initiatives of the ASAP: support revision of the CORE, revision of Faculty Handbook, development of strategic enrollment plan, and the Seattle Youth Initiative.
- d) He will be seeking funding to establish an ombudsperson for FY2012.

7) Telephone System Update

- a) The telephone system update would enhance the ability for technology on campus. Requested endorsement from Academic Assembly.
- b) Assembly held a brief discussion on training, access from off-campus, and the directory.

ACTION ITEM: Present Assembly members unanimously approved the endorsement of the telephone system update.

8) Subcommittee Needs

- a) Committees requesting representatives from the Assembly, and sub-committees of Academic Assembly in need of representatives:
 - i) Strategic Enrollment Planning Steering Council: 2 members
 - ii) Program Review Committee: 2 members (Nursing and Science & Engineering)
 - iii) Budget Advisory Committee: 1 member