

SALISBURY STATE UNIVERSITY
Minutes
PERIODIC REVIEW REPORT TASK FORCE
November 7, 2000

In Attendance:

Mr. Bryan Price, Director of Institutional Assessment, Research & Accountability, *Presiding*
Dr. Beth Barnett, Dean of Seidel School of Education & Professional Studies
Ms. Betty Crockett, Associate Vice President, Administration & Finance
Ms. Jane Dané, Dean of Enrollment Management
Mr. John Fields, Assistant Vice President of Student Affairs
Dr. Kent Kimmel, Associate Provost
Dr. Frederick Kundell, Professor of Chemistry
Mr. Ross Leisten, Associate Registrar, Representative to Staff Senate
Dr. Peter Lade, Professor of Anthropology, Representative to Faculty Senate

Absent:

Mr. Charles Moore, Representative of Student Government Association

I. Call to order

The fourth meeting of the PRR Taskforce was called to order at 8:00 a.m. in the Holloway Hall conference room, #027.

The meeting was opened with a review of the timeline.

II. Status Reports of the Issues

- a. **Mission Statement & Identity** - Which mission statement to use was discussed. SSU's identity remains uncertain. Bryan suggested to use the most concise statement developed to date, and to focus discussion upon the challenges faced in refining the mission for multiple external agencies.
- b. **Contractual Employees and Funding.**
 - i. Graphs/charts, projections of 2002 levels of employment are available
 - ii. Contingent Employment - remedy projections available from memo distributed earlier.
 1. **Funding –Senate Bill 682**, discussion took place on funding guidelines.
- c. **Governance** – A critical report emphasizing two areas—leadership (changes, adapting to different leadership styles) and the Forum (By-laws, growth of the Faculty and Staff Senates)

Faculty Workload – some reports have filtered to the chairs from the deans.

- i. Useful information, but is not in report form

Assessment - The assessment piece will be completely finished in February, although there will be one assessment piece available this month.

- d. **Diversity**– Draft of diversity issues are on the “T” drive.
 - i. More substantial information needed on progress, initiative, and follow-up since last visit.
 - ii. Suggestions:
 - 1. Confer with each dean
 - 2. English as a Second Language
 - 3. Kent Kimmel’s report on all SSU collaborative efforts
 - 4. Despite our efforts we are not making progress.
 - 5. Systemic approach – isolated individualized activities have occurred. But there has been no coordinated effort institutionally.
 - e. **Instructional Technology and Infrastructure** – A report is in progress; waiting for IT plan revisions.
 - f. **Budget/Enrollment** – Has adequate information, but a report needs to be finalized.
 - g. **Foreign Language and Library** – No written report yet, but all areas are covered.
- III. TIMELINE**– Can extend the 11/15 deadline, however, extensions will push back the delivery time of the total report to January when many faculty/staff may not be available.
- a. **GOAL** – have finalized report to the campus for review **by the end of fall 2000 semester.**
 - b. **Format** – bulleted, salient points to Bryan.
 - c. **Editing & Feedback**– Once finalized, the taskforce members critically review it.

The meeting was adjourned at 9:10 A.M. The next meeting was not established.

Recorder: Deana M. Karpavage