

MINUTES: University Self-Study Steering Committee

DATE: August 28, 2001  
3:00-5:00 PM, Room 231 Student Center

PRESENT: C. Havice (presiding), T. Birdwhistell, D. Boyd, C. Currens,  
J. Hougland, K. Holland, G. Hoyt, C. Iten, P. Kelley, T. Lillich,  
M. Molinaro, J. Piccoro, J. Sackett, S. Scheff, C. Todd, C. Vaughn

C. Havice called the meeting to order at 3:00 PM. She gave an overview of today's agenda. First we will finish review of the recommendations/suggestions from the Student Development Subcommittee. We will then move on to discussion and review of the Staff Subcommittee report. The reports as reviewed today, will remain substantially the same. There will be some manipulation as far as formatting, etc. The changes made here are major changes. Please send any editorial changes directly to C. Currens. The Steering Committee has been meeting with each committee to review individual reports. There are two more meetings this week and one scheduled for next week, so far. Following these meetings, individual reports will be combined into a final draft document.

**Student Development Subcommittee:**

General discussion/comments on the report took place at the August 23<sup>rd</sup> meeting. At that meeting, the Steering Committee also reviewed recommendations/suggestions 1-15 of the report. Today's review began with suggestion 16 and covered the remainder of the subcommittee's suggestions/recommendations. It was pointed out that some of these extend beyond the scope of Student Development. There were also some suggestions/recommendations that are to be covered by other committee reports. G. Hoyt pointed out several suggestions/recommendations that refer to a part of the subcommittee's report that was never reviewed by the entire group. This part of the report as well as the suggestions/recommendations may need revision beyond that required for the rest of the Student Development report.

J. Piccoro asked how UK compares with our benchmarks regarding money for student travel and study abroad. D. Boyd replied that there is very little money available. There is \$10,000 in nonrecurring funds for this year. An additional several thousand dollars are available to be awarded on a competitive basis. This makes it very hard for our students to take advantage of some of the opportunities to study in other countries. While they may be taken care of when they reach a foreign study destination, many of them do not have the funds for the airfare to get there.

G. Hoyt indicated that all of her subgroups thought that those individuals they interviewed were doing a good job with the resources available. She expressed concern that they had not included formal excellence indicators in the report. The subcommittee could not distinguish which areas or individuals were more deserving of note and felt that

it would be unrealistic to give excellence indicators across the board. Dr. Hoyt did want to bring it to the attention of the Steering Committee that, although her subcommittee had various suggestions and recommendations, there is a great deal of outstanding work being done at the University in the area of Student Development.

In additional discussion, some suggestions/recommendations of the Student Development Subcommittee were combined, some eliminated. C. Currens made note of all changes and will incorporate them into the report.

**Staff Subcommittee:**

C. Todd, Chair of the Staff Subcommittee and several of the subcommittee members attended the meeting to review their group's report. M. Molinaro commented that the subcommittee had prepared an excellent report, which included a number of substantial issues. J. Piccoro and J. Hougland seconded this commendation. C. Todd said that although the committee's comments are labeled as recommendations, they do realize that these will be included as suggestions since they are not in response to SACS "must" statements.

C. Havice commented that there were several instances where recommendations/suggestions were listed at the end of the report and that having these included in the body would better connect them to the text. C. Currens will take care of incorporating suggestions/revisions into the text. There are also a couple of suggestions where it is not clear what text in the report they derive from. C. Todd said that there might be suggestions included for which there was no text. Some suggestions were added immediately before submission of this draft and the appropriate text will need to be included as a revision.

T. Lillich commented that one or two departments seem to be singled out for discussion in the report and asked for an expansion of the examples used. C. Iten said that the departments discussed had made an effort to participate in focus groups etc. and that the subcommittee felt an obligation to include this information. Several members of the Steering Committee suggested that the information be included as an appendix to the subcommittee report. The observation was made that educational benefits are available to both faculty and staff, not staff only. This needs to be included in the report. Question was raised about the reference to disabilities among the staff group. Steering Committee members asked for more details. Members of the Staff Subcommittee stated that the data was not available. Since staff members with disabilities have to self-identify, there are no concrete numbers on how many UK staff are considered disabled in some way.

The Steering Committee reviewed the list of specific suggestions/recommendations. Some were combined, some eliminated. These, as well as changes of an editorial nature, were noted by C. Currens. He will incorporate the revisions into the report.

**Next Meeting:**

The next scheduled meeting of the Steering Committee is August 30, 2001 from 3:00-5:00PM in room 231 of the Student Center. Reports of the Library Subcommittee and the Information and Instructional Technology Subcommittee will be reviewed.

**Adjournment:**

The meeting adjourned at 5:00PM.

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Connie Vaughn, Recorder