

# University Planning Committee

Provost's Conference Room (Cope 112)

October 31, 2016

10:30AM

**Attending:** Janis Brickey, Michael Fleming, Marva Lucas, Stephen Wright, Damilare Lawal, Newtona Johnson, Kathy Thurman, Tom Wallace, Jack Ross, Danny Kelley, Pat Branam, Mary Martin, Madison Tracy, Don Witherspoon, Ginger Freeman, Terry Whiteside, Chris Brewer

- I. **Welcome and Introductions** – Mark Byrnes
  
- II. **SACSCOC Institutional Accreditation** – Faye Johnson  
This committee stands between the University and external reporting groups, an intersection of the chain of information.  
SACSCOC Reaffirmation – review on campus in March 2016 went very well; no recommendations. Official announcement in December.  
Change in Governance Substantive Change - Major changes require substantive change prospectus. We submitted a prospectus for change in governance on Sept 1 and an addendum on Oct 15 with Board Members Roster. We had to compare existing governance structure with new Board of Trustees Structure. SACSCOC will visit campus again in Fall 2017 after we submit a Substantive Change report once the Board of Trustees is confirmed by the TN legislature. We must pass the review to remain accredited.
  
- III. **FOCUS Act: Implications on Planning** – Johnson  
The FOCUS Act outlines THEC's role, TBR's and MTSU Board of Trustees. We must annually report our mission. Keep THEC, UT, and TBR planning cycle in sync. THEC's Quality Assurance requires us to look at our mission statement every five years. Usually done by a subcommittee of the Planning Committee. We don't see this process changing. See mission, vision, purpose in both catalogs. We always have certain components in our mission statement to include all facets of THEC, TBR, Governor's plans (interwoven). We had to identify populations we intend to work on – Veterans, First Generation, Transfer Students – all connected to planning goals and funding. President's first priority is Student Success.  
FOCUS Act adds year to year accountability directly related to outside influences on accountability in higher education. Requires strategic, data-based decision making. Might need to meet with this group more often.  
[http://www.mtsu.edu/provost/docs/tca\\_old/PublicChapterFOCUSACTsignedBookmarked.pdf](http://www.mtsu.edu/provost/docs/tca_old/PublicChapterFOCUSACTsignedBookmarked.pdf)  
<http://www.mtsu.edu/documentation/THEC091516.pdf>  
<http://mtpress.mtsu.edu/president/focus-act-information/>
  
- IV. **Academic Master Plan, *The Reach to Distinction*, Implementation Chart** – Johnson  
Revising the Academic Master Plan was a two-year process. We didn't change our goals, but we did create strategic directions. Implementation chart is in draft form – we will send. The implementation chart operationalizes the Academic Master Plan to show our progress. The past Academic Master Plans have been 10 year plans, but we reached out goals in 5-7 years, not because it's aggressive but because it's aligned with TBR, THEC, state goals and internal goals. Moving students into new arenas – DISTINCTION.  
<http://www.mtsu.edu/AMP/>

- V. **MT Engage** – Mary Hoffschwelle  
Our quality enhancement plan: developed over two years and submitted to SACSCOC in Spring 2016, aligned with Academic Master Plan, and progress will be reported to SACSCOC in 5 years. Students will use integrative thinking and reflection to demonstrate the ability to make connections across multiple contexts and educational experiences. Fall 2016: over 1900 students – all colleges participating except for Graduate which wasn't in the plan yet. Majority are freshmen as planned. Excellent faculty response.  
<http://www.mtsu.edu/mtengage/>
- VI. **THEC Quality Assurance Funding** – Chris Brewer - *ATTACHMENT*  
We just finished the first year of a five-year cycle. We scored 91 out of 100 points for 2015-16. We consider 90 and above as doing very well. Most universities score 87 – also on IEPR website. Institutional Satisfaction Study category – in 15-16 it was the NSSE (National Survey of Student Engagement); in 16-17 it will be the Faculty Survey of Student Engagement (FSSE). This is prescribed by THEC. <https://www.tn.gov/thec/topic/quality-assurance-funding>
- VII. **Draft Accreditation and Program Review Calendar** – Chris Brewer - *ATTACHMENT*  
Calendar (draft) trying to give program review and accreditation process more time (from one to three years) to review and give faculty more time to write self-study. THEC mandates external review – either accreditation, or if there's no accrediting agency, then program review (7 year cycle).  
<http://mtsu.edu/iepr/reviews.php>  
<http://mtsu.edu/iepr/accreditations.php>
- VIII. **Announcement:**  
One other part of Board transition – policy review – several hundred TBR and MTSU policies are being reviewed by the FOCUS Act Transition Team before a campus comment period. A good thing for the university; however, it doesn't necessarily affect the operation of this committee. It's a very helpful service for everyone to review as they are released for campus review.  
<http://www.mtsu.edu/FOCUSpoliciesandstandards/index.php>

#### *Composition*

The Planning Committee should be composed of one faculty member from each academic college, one faculty member from the College of Graduate Studies, the President of the Faculty Senate, one Dean, a representative from each Division, the President of the Student Government Association, a graduate student at-large and the President of the MTSU Alumni Association or alumnus designee. Due to the mission of the committee, the Provost should serve as chair. The following serve as ex-officio members: Vice Presidents, Academic Deans, Associate Vice Provost for Admissions and Enrollment Services, the Assistant Vice Provost, Institutional Effectiveness, Planning, and Research. Faculty representatives must have completed three consecutive years of service at MTSU and are appointed for three-year terms. One of the faculty representatives should also hold the position of academic department chair.

#### *Charge*

The primary purpose of the MTSU Planning Committee should be to advise and assist the President in developing effective plans that will help the University carry out its mission.

Adjourned: 11:22 AM

**Tennessee Higher Education Commission**  
**2015-20 Quality Assurance Funding**  
**Summary of Points Requested**

The Quality Assurance Funding program seeks to incentivize meritorious performance, provide a means for assisting the process of student learning and encourage continuous improvement at public community colleges and universities. The 2015-20 Quality Assurance Funding cycle standards reflect current state priorities outlined in the 2015-25 Master Plan, guided by the Drive to 55, and continue to challenge institutions to promote the highest standards and strive for excellence.

**Middle Tennessee State University**



Year 1: 2015-16

Quality Assurance Funding Standards	Maximum Points	Requested Points				
		2015-16	2016-17	2017-18	2018-19	2019-20
<b>I. Student Learning and Engagement</b>	<b>75</b>	<b>66</b>				
General Education Assessment	15	12				
Major Field Assessment	15	14				
Academic Programs: Accreditation and Evaluation	25	22				
Institutional Satisfaction Study	10	8				
Adult Learner Success	10	10				
<b>II. Student Access and Success</b>	<b>25</b>	<b>25</b>				
<b>Total Points</b>	<b>100</b>	<b>91</b>				

### 3-Year Program Review and Accreditation Process

<b>Year 1 Discovery/Fact-Finding</b>	<b>Year 2 Writing/Draft Report</b>	<b>Year 3 Refine, Report, Review</b>
<p style="text-align: center;"><b>Program Review</b></p> <ol style="list-style-type: none"> <li>1. Form a Program Review Committee</li> <li>2. Submit Committee Form with member names and signatures to IEPR</li> <li>3. Review THEC’s program review rubric/template for self-study report.</li> <li>4. Program Review Report: signature form with Program Coordinator, Department Chair, and Dean’s signatures</li> </ol> <p style="text-align: center;"><b>Accreditation</b></p> <ol style="list-style-type: none"> <li>1. Form an accreditation Committee</li> <li>2. Submit form with member names and signatures to the IEPR</li> <li>3. Review accrediting’s body standards and objectives. Ensure program curriculum is aligned with accrediting agency’s standards and objectives.</li> <li>4. Accreditation Report/Form with signatures of Program Coordinator, Dept. Chair, and College Dean submitted to IEPR Office</li> </ol>	<p style="text-align: center;"><b>Program Review</b></p> <ol style="list-style-type: none"> <li>1. Committee writes initial self-study draft – October.</li> <li>2. Committee presents 2<sup>nd</sup> draft in January.</li> <li>3. Submit integrated draft for review and approval from PC, Chair, and Dean in March.</li> <li>4. Submit final version of self-study to Vice Provost – April.</li> <li>5. Send final version of self-study to the Dean of Graduate Studies.</li> <li>6. Committee reads self-study over summer.</li> </ol> <p style="text-align: center;"><b>Accreditation</b></p> <ol style="list-style-type: none"> <li>1. Committee writes initial self-study draft – October.</li> <li>2. Committee presents 2<sup>nd</sup> draft in January.</li> <li>3. Submit integrated draft for review and approval from PC, Chair, and Dean in March.</li> <li>4. Submit final version of self-study to Vice Provost – April.</li> <li>5. Send final version of self-study to the Dean of Graduate Studies.</li> <li>6. Committee reads self-study over summer.</li> </ol>	<p style="text-align: center;"><b>Program Review</b></p> <ol style="list-style-type: none"> <li>1. Begin process to select ext. reviewer – Oct. 1 – Nov. 15<sup>th</sup>.</li> <li>2. Submit final self-study for approval – October 30<sup>th</sup>.</li> <li>3. Send CGS a copy of report</li> <li>4. Send reviewer self-study – January</li> <li>5. Onsite/campus visit: 2/21 – 4/14</li> <li>6. Departmental Response meeting</li> </ol> <p style="text-align: center;"><b>Accreditation</b></p> <ol style="list-style-type: none"> <li>1. Submit final self-study for approval – October 30<sup>th</sup> to Dean, Chair</li> <li>2. Send CGS a copy of report</li> <li>3. Send reviewer self-study – January</li> <li>4. Prepare of onsite/campus visit</li> </ol>

1. Proposal is to extend the current program review and accreditation processes from one to three years
2. Why – more efficient process that will includes all stakeholders and to ensure adherence to policies and procedures
3. Current process (really 6 months or less) – meet in September/October to discuss the process and decide on due date

**Middle Tennessee State University**  
**7-Year Program Review Calendar**  
**2015-16 through 2021-22**

Fact Finding	Writing	UNDERGRADUATE	UG Review Type*	GRADUATE	Grad Review
		<b>2015-2016</b>		<b>2015-2016</b>	
		ENGLISH, BA	PR	HEALTH & HUMAN PERFORMANCE, MS	PR
		GEOSCIENCES, BS,	PR	MATHEMATICS, MS	PR
				PROFESSIONAL SCIENCE, MS	PR
		<b>2016-2017</b>		<b>2016-2017</b>	
		BIOLOGY, BS	PR	BIOLOGY, MS	PR
		CONCRETE INDUSTRY MGMT, BS	PR	CHEMISTRY, MS	PR
		ENVIRONMENTAL SCI. & TECH., BS	PR	COMPUTER SCIENCE, MS	PR
		EXERCISE SCIENCE, BS	PR	ENGINEERING TECHNOLOGY, MS	PR
		MATHEMATICS, BS	PR		
		ORGANIZATIONAL COMM., BS	AA		
		SCIENCE, BS	PR		
<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>		<b>2017-18</b>	
		INTERNATIONAL RELATIONS, BA, BS	PR	CRIM JUSTICE AD (JOINT W/TSU), MCJ	PR
		POLITICAL SCIENCE, BA, BS	PR	HISTORY, MA	PR
		SOCIOLOGY, BA, BS	PR	HORSE SCIENCE, MS	PR
		UNIVERSITY STUDIES, BUS	PR	SOCIOLOGY, MA	PR
				MASS COMMUNICATION, MS	PR
<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>		<b>2018-19</b>	
		ANTHROPOLOGY, BA, BS	PR	ENGLISH, MA	PR
		FOREIGN LANGUAGES, BA,BS	PR	ENGLISH, PhD	PR
		RECORDING INDUSTRY, BS	PR	HUMAN PERFORMANCE, PhD	PR
		SPEECH/LANGUAGE PATHOLOGY AND	PR	PSYCHOLOGY, MA	PR
<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>		<b>2019-20</b>	
		INDUSTRIAL/ORG PSYCHOLOGY, BS	PR	INTERNATIONAL AFFAIRS, MA	PR
		PHILOSOPHY, BA, BS	PR	LEISURE AND SPORT MANAGEMENT,	PR
		PSYCHOLOGY	AA		
<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>		<b>2020-21</b>	
		AGRIBUSINESS, BS	PR	EXERCISE SCIENCE, MS	PR
		ANIMAL SCIENCE, BS	PR	LITERACY STUDIES, PhD	PR
		PLANT & SOIL SCIENCE, BS	PR	PUBLIC HISTORY, PhD	PR
		CRIMINAL JUSTICE ADMIN, BS	PR	RECORDING ARTS & TECHNOLOGIES,	PR
		HISTORY, BA	PR		
		FORENSIC SCIENCE, BS	PR		
<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>		<b>2021-22</b>	

		BIOCHEMISTRY, BS	PR	COMPUTATIONAL SCIENCE, PhD	PR
		GEOGRAPHY, BS	PR	MATHEMATICS & SCIENCE EDUC, PhD	PR
		PHYSICS, BS	PR	MOLECULAR BIOSCIENCES, PhD	PR
		PROFESSIONAL STUDIES (RODP), BS	AA	PROFESSIONAL STUDIES (RODP), MPS	AA

\*Review Type: PR = Program Review; AA = Academic Audit

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