LEADERSHIP FORUM | March 29, 2017 | 5-7:30 p.m.
On March 29th, there was a follow up forum with more than 50 department chairs, staff directors, program coordinators, PAT/OS/Faculty speakers, and Cabinet members that participated in a forum to explore progress made to date and identify activities to be completed over the next 6-9 months. Areas of activity related to curriculum development; instructional delivery and logistics; general education; facility development; external partnerships; and recruitment and retention. With a foundation of progress and collective understanding of where we are, the group moved into identifying next steps related to these areas as well as where in the institution these steps could be addressed or carried out. Documentation of planning and next steps are below.

NEXT STEPS: CURRICULUM DEVELOPMENT
What steps need to be taken this year?
1. Establish university wide-learning outcomes
   a. Identify internal and institutional needs
   b. What do we mean by curriculum?
2. Put structures in place to coding courses and how credits will be awarded
   a. Share list of types of codes for feedback
   b. Roll out phase 1 of cluster code exps.
   c. Roll out phase 2, begin/pilot new cluster experiences (help faculty engage with these experiences in programs)
3. Students
   a. Student forum
   b. HS juniors focus group?
What roles? Who should work on this?
1. GenEd
   a. Campus forum?
   b. Faculty, staff, students, athletics, student activities
   c. Share with Student Affairs (Mark and Janette)
2. Curriculum Committee
   a. CC and forum
   b. CC; student’s feedback
   c. Faculty, programs, staff?
   d. Cluster leaders? Faculty who have piloted this
3. Mark/Student Affairs/GenEd
When:
1. May 2017 (NEASC?) to faculty, University week workshops
2. April 2018, October 2017, October 2017
3. Late April/May 2017

NEXT STEPS: INSTRUCTIONAL DELIVERY/LOGISTICS
What steps need to be taken this year?

1. Work groups with stakeholders to address/then solve conflicts with block scheduling; 4-credit model
2. Technology tools to assist with complexity of change both organizationally and instructionally
3. In service workshops to assist faculty to teach in a new different format to address variability in student learning; team teaching
4. Create inventory of current experiential learning opportunities/authentic experiences
5. Discuss workload issues with faculty and administration

What roles? Who should work on this?

1. Workgroups – stakeholders (faculty/staff) with minimal/maximum (programs with accreditation) conflicts/issues – block scheduling/4-credit
2. Center for Transformation
3. Each program

Top-3 Steps to be in taken in next 6-9 months:

- Work groups – 4-credit model/block scheduling
- Professional development (UDL)/In-service/inventory
- Create inventory of current experiential learning opportunities/authentic experiences – high impact learning experiences

**NEXT STEPS: GENERAL EDUCATION**

What steps need to be taken this year?

- Create new position for Gen Ed Point Person w/ resources
- Develop program outcomes
- Continue developing FYS course/fellows
- Capstone/INCO – implement
- Assessment/student LO competencies
- 3 or 4 credits/full-time faculty buy-in
- Themed general education, pathways
- External Advisory Board w/ internal representation
- Cultivate student buy-in/external partners to tell students what they want students to know when they are hired. Connecting this to Gen Ed.

What roles? Who should work on this?

- Gen Ed working group/FYS Council
- Gen Ed committee
- Institutional Effectiveness person
- Full faculty collaboration on selecting Gen Ed Point Person, putting resources into Gen Ed such as: Director/Senator

Top-3 steps to be taken in the next 6-9 months:

- Create position for General Education point person
- Develop program outcomes
- Continue developing FYS course/fellows program

**NEXT STEPS: FACILITY DEVELOPMENT**

What steps need to be taken this year?

- Publish a map with inventory of open lab spaces and assets
- Flexible setups in spaces
- Plan for health services, well-being, facility for students and staff (primary care emergency)
- Provide for food and hydration on Holderness Campus (AWN) (PE café), Café/Food Service
Safe walkways on North River Road
Academic technology should coordinate furniture types/flexibility in spaces in partnership with FSB to meet curricular need
Need space planning committee (stop the telephone game) w/ right people at the table
What roles? Who should work on this?
Facilities, JoAnn Guilmett

Top-3 steps to be taken in the next 6-9 months:
1. Include faculty/instructors in planning for classroom design; IT and furniture
2. Publish inventory and map of all open labs on campus
3. Work with Academic Technology to ensure spaces are flexible and accessible

NEXT STEPS: EXTERNAL PARTNERSHIPS
Steps for this year:
1. Inventory and share the existing MOUs + contracts (past, present, future)
2. Inventory and share existing relationships with external partnership (past, present, future) within 3 months
3. Develop protocol or process to evaluate feasibility and sustainability of present and new partnerships/future opportunities within 6 months
4. Execute protocol or process to evaluate partnerships and opportunities for relationships
5. Develop and communicate a system of support for faculty who want to develop relationships and partnerships (writing MOUs, finance, grant, etc.)
6. Develop and sustain system of communication for existing/emerging partnerships, internal and external partnerships
7. Make visible, market, and share information about Center for School Partnerships & Education Preparation as part of “Current Resources”
8. Marketing of accomplishments, projects, and campus happenings (Corey Hoyt within 2-3 months)

NEXT STEPS: RECRUITMENT & RETENTION
What steps need to be taken this year?
1. Living learning communities – create cohort development comm., Mark Fischler to facilitate
2. Increase transferability in/out of PSU both internally and for those who come from outside
3. Develop activities that are more geared to where students are. “Coffee house” type events.
4. International initiatives to make sure we have what these people need a reason to stay
5. Improve the level of cross communication making sure we are all on the same page. Left hand does not know what the right is doing.
6. Find ways to integrate off campus undergrads and grads in the comm.
What roles? Who should work on this?
All
Top-3 steps to be taken in the next 6-9 months
1. Ask students what they want and look at it from their point of view (not an institutional view)