RACEA Annual Meeting Minutes
Georgia Center, Athens, GA

April 10, 2014

At 8:30 a.m., Chair Allan Aycock called the meeting to order. After asking everyone to introduce themselves, the chair informed the membership of developments that took place since the Fall meeting in October 2013, including the representation of RACEA on the USG's New Models of Learning group. The chair also asked the membership to review the minutes of the Fall meeting and consider nominations for Chair-Elect and Secretary for action later in the day.

Felita Williams, USG Assistant Vice Chancellor of Academic Planning, introduced the first speaker of the day, Steven Sheeley, SACSCOC Vice President. Dr. Sheeley's presentation to the membership included discussion of the new competency-based credit policy, dual and joint degree programs, and substantive change issues surrounding consortia and new models of learning. Dr. Sheeley also discussed ongoing faculty credentialing issues. Dr. Sheeley's take away advice to the RACEA membership is to relax a bit, and use your assigned SACSCOC Vice President as a continuing resource. See the copy of Dr. Sheeley's Power Point presentation on the RACEA website for more information.

At approximately 10:45 a.m., Mickey Williford, Georgia Regents University, introduced her colleague Kay Roman, Director of Planning and Projects at GRU. Ms. Roman suggested that project management practices are an effective model for overseeing annual assessment and accreditation activities, since a project is a temporary activity with a clearly defined purpose or product. The list below summarizes important points about what works and what does not.

- What works
    - Having a flexible plan
    - Having a clearly defined responsibility
    - Bringing all the stakeholders to the table
    - Having a firm timeline
- What does not work
    - Scope of project continuously expanding
    - Unclear responsibility
    - Not having all the stakeholders at the table

Ms. Roman's interactive presentation emphasized that planning is the most important piece of a successful project and showed how all aspects of planning can be accomplished. The list below contains important topics from the session. The Power Point presentation is available on the RACEA website.

- Roles and responsibilities slide 23
- Project Schedule: Dependent tasks slides 27 & 28
- Planning tools slide 25
- Risk analysis slide 32
- Stakeholder analysis slide 34
- Project meetings slides 36-42
- Managing change slide 45
- Status template slide 47

David Gribbin, East Georgia State College, reported on the results of the Assessment Task Force's survey. It was decided that David will manage the completion of the survey by encouraging the institutions that have not yet responded to do so, and by updating the results. After this completion, the task force will have completed its work. As part of the election survey process, RACEA voting members will be polled about whether they wish to make their institutions responses openly available on the RACEA website.

Peter Lyons, Georgia State University, moved that the minutes for the Fall 2013 meeting be accepted and Donald McCarthy, Fort Valley State, seconded the motion. The minutes were approved pending a couple of corrections to the attendance list.

Michael Black, Valdosta State University, made the Treasurer's Report.
- Balance as of transfer to VSU (8/6/2013): $3750.58
- Balance as of 4/10/2014: $3880.58

Allan Aycock led a discussion about possible tasks for next year. It was decided that the following activities would be discussed in breakout sessions on Friday morning.

Task Forces:
- SACSCOC Problem Solver (2013-14 Chair, Leigh Funk, KSU) to continue and consider the following topics for action.
  - Managing Sub Change
  - Cost of Compliance
  - Board Governance
  - IE standards
  - Becoming a standing committee by merging with RACEA Web Center Committee?
- Reactivate Data and Benchmarking task force to complete the following topics for action
  - Big data and RPG assessment practice
  - Collaboration with IR group

Standing Committees:
- CPR Peer Review (2013-14 Chair, Mickey Williford, GRU)
  - Using CCG efforts to meet CPR requirements
  - Program cost analysis/ program prioritization
  - Working with RACAA on possible revision of USG program review policies
- RACEA Web Center (Chair, Jill Lane, Clayton St)

At approximately 4:00 p.m., Allan Aycock introduced Houston Davis, USG Executive Vice Chancellor for Academic Affairs, who presented the following topics and fielded questions from the membership.

Dr. Davis pointed out that current USG policy and practice does not provide for effective post-approval monitoring of academic programs, which is part of the rationale for the list of low degree-producing programs based on the traditional trigger metrics. During the past year, over 300 low producing programs have been terminated. At the May 2014 Board of Regents meeting, an updated list of low degree-producing programs will be presented to the Regents. This list will not include programs important to general education that traditionally generate healthy credit hour numbers, including specifically English and History programs. Institutions will be encouraged to make decisions about programs in the list including the possibility for initiating a reinvigoration plan. Dr. Davis believes that a

robust CPR process should be an institutional level tool for post-approval monitoring of academic programs. The System Office is still working to refine program process policies including approval of new programs, monitoring of existing programs, and termination of programs. This revision process will be the responsibility of a collaboration between RACEA and RACAA that will begin after the release of the May low degree-producing programs list.

The new funding formula will be utilized for the next fiscal year using primarily RPG metrics. Metrics on quality will be added to formula calculations in the future. The standardization of quality instruments will not be done without input from USG stakeholders. In the near future, USG presidents will get a formula funding analysis of the institution would receive this fiscal year, if the new formula was in place. This change will not negatively impact anyone in first round of the new formula.

Dr. Davis also reported on the current status of Complete College Georgia (CCG). CCG initiatives to be announced in the upcoming weeks include 15 to Finish and Transforming Remediation.

Dr. Davis reported that Burns Newsome is the primary contact for SACSCOC and USG governance issues. A standard evaluation document for USG presidents is in the works. RACEA should continue communication with Felita Williams and Mr. Newsome to come up with a set of standard documents for other governance standards, and a method and timeline for delivering them to institutions.

Dr. Davis wants to make USG assets, such as eCore and eMajor, available to all USG students as part of his priority for tackling affordability. He is also committed to an aggressive agenda on open source teaching resources that aims to make Galileo player in open source resource market. He is also committed to encouraging new models of learning and instructional delivery primarily through utilization of existing resources. Myk Garn, USG Assistant Vice-Chancellor for New Models, will give RACEA more details in his presentation Friday morning.

Allan Aycock asked the membership to send any further nominations for Chair-Elect and Secretary to Jill Lane as soon as possible after the adjournment of the meeting for the day. Jill will send a link to the election survey to all RACEA voting members for voting prior to Friday's session.

April 11, 2014

At 8:30am, Allan Aycock announced the unanimous election of Peter Lyons, Georgia State University, as Chair-Elect; and Danielle Buehrer, Darton State College, as Secretary for 2014-15. Breakout sessions then began on the standing committees and proposed task forces for 2014-15. The results of these discussion were as follows.

- CPR Committee: Juliana Lancaster, GGC; and Angeles Eames, AASU, co-chairs
- Web Center Committee, Jill Lane, Clayton SU, chair
- SACSCOC Problem Solver, redubbed the Accreditation Intelligence Task Force: Jill Lane/Mickey Williford, co-chairs

Since no one attended the Data and Benchmarking Task Force discussion, the idea was abandoned.

At approximately 9:45 a.m., Barbara Brown, USG RACEA Representative, introduced Myk Garn, USG Assistant Vice-Chancellor for New Models. The assistant vice-chancellor characterized the most important shift in thinking about higher education is away from the current model in which time is

constant while learning is variable towards a model in which the learning outcomes are constant but the time to complete them is variable. He used the Math Emporium project as an example of the possibilities for "friendly disruptive change." More information can be gleaned from the Power Point Presentation on the RACEA website.

Bryan Davis, RACEA Chair for 2014-15, began the meeting wrap up at approximately 11:00 a.m. Committee and Task Force Chairs gave reports and plans of action for the next year. The new chair adjourned the meeting after thanking Allan Aycock for his service as chair in 2013-14.

The 2014-15 Executive Committee met after the general meeting.

Submitted by Bryan Davis