Strategic Plan Steering Committee Notes  
Friday, April 10, 2009  
3:30 PM - 5:00 PM

Committee Members Present:  Dr. Lesley Di Mare  
Mr. Buster Neel  
Mr. Lee Young  
Dr. Tony Scinta  
Dr. Larry Rudd  
Mr. Kavon Jones  
Dr. Gregory Robinson  
Ms. Patricia Ring  
Ms. Ashley Sylvester  
Ms. Kate Hahn

Committee Members Absent:  Ms. Jan Saulpaugh  
Mr. Adeste Sipin

The meeting began at 3:32 PM

1. **Review and assess Goals 1 & 2**

The committee reviewed the strategies and tactics of Goals 1 and 2.

**STRATEGY 1.1**

*Develop an innovative core curriculum that prioritizes critical thinking and writing skills, fosters a sense of community among students, and generates enthusiasm for lifelong learning*

**TACTICS**

- Appoint Task Force on General Education to assess relevance and appeal of core curriculum to NSC students
- Integrate diversity and social justice into core curriculum
- Revise First Year Experience (FYE) to improve retention and student engagement
- Develop an Interdisciplinary Undergraduate Research Center to encourage student research projects with faculty mentors
- Develop InTech Internship program similar to UNR’s TIPS program (http://teaching.unr.edu/idt/idprojects/tips.html), to promote student research in educational technology by providing internships for undergrads throughout the year to assist faculty with course development as well as post-baccalaureate internships during the summer Technology Fellows Institute
STRATEGY 1.2

Develop new degree programs that meet the needs and interests of our students and complement our state-wide mission

TACTICS

- Conduct surveys to determine student and community needs regarding degree pathways and professional goals
- Create and propose a School of Business
- Hire a Dean for the School of Business
- Conduct a feasibility study for Early Childhood program
- Develop and propose an Instructional Technology Post Baccalaureate Certificate
- Propose and implement mathematics degree
- Collaborate with CSN, WNC, GBC & TMCC community colleges to develop and maintain two + two degree programs and articulation agreements that reflect NSC's state wide mission
- Provide continued resources for the Online Task Force in order to develop quality online courses and degree programs

STRATEGY 1.3

Increase the attractiveness of NSC's existing course offerings

- Package majors and minors differently
- Develop specific concentrations in degree programs to address student interest
- Examine existing degrees to determine appeal to students
- Develop marketing materials that illustrate relationship of NSC degrees to career opportunities
STRATEGY 1.4
Integrate content and pedagogy across K-12 pre-service curriculum

TACTICS
- Constitute a STEM Task Force to pursue NSF and other grant opportunities to increase math and science teachers in the state of Nevada
- Research the content/pedagogy models to determine and develop a feasibility study for NSC

STRATEGY 1.5
Assess major programs, individual courses and the core curriculum

TACTICS
- Develop intended learning outcomes for each degree program to ensure accountability for success of each program
- Develop rubrics, collect data, analyze data and recommend improvements for curriculum and degree programs
- Maintain cycle of assessment in each degree program and core curriculum annually
- Implement data-driven changes to improve the quality of instruction and student experience in each degree program
- Create web presence for outcomes assessment data and analyses

STRATEGY 1.6
Promote academic integrity

TACTICS
- Pilot and implement Safe-Assign
- Pilot and implement “Cheatibility” Survey
- Educate students on plagiarism and its consequences in college preparatory courses
STRATEGY 1.7

_Elevate the quality of instruction by improving performance of tenure track faculty and lecturers_

**TACTICS**

- Provide greater resources to support faculty members in teaching and scholarship endeavors.
- Facilitate pedagogical development through mentorship and academic conversation.
- Institute formalized mentoring process regarding promotion and tenure.
- Offer workshops on promotion and tenure through the Office of the Provost.
- _Refine the Promotion and Tenure Process_
- _Provide increased feedback to faculty based on peer and student evaluations_
- Refine the framework for the annual review and tenure process to align faculty reward structures with roles and responsibilities.
- _Apply and refine the Standards of Academe_

STRATEGY 1.8

_Elevate the quality of instruction by improving the performance of part-time instructors (PTIs)_

**TACTICS**

- Develop a website for part-time instructors to promote sense of inclusion and access to instructional materials.
- _Assign full time faculty member to mentor part-time instructor_
- Provide richly interactive, high-quality learning experiences, i.e., training in technology.
- Provide yearly orientations and faculty development for part-time instructors.
- Provide annual evaluations for all part-time faculty.
GOAL 2: ENHANCE TECHNOLOGY AND INFORMATION LITERACY TO EDUCATE FACULTY, STAFF
AND STUDENTS IN THE USE OF PRINT AND ELECTRONIC RESOURCES.

The Library, the Office of Information Technology (OIT), and the Office of Instructional Technology provide the infrastructure for teaching and learning at Nevada State College. While the Library and the Office of Instructional Technology are a part of Academic Affairs and the Office of Information Technology falls under Finance and Administration, all are committed to supporting students, faculty and staff in becoming technologically adept professionals who are functionally literate in the 21st century.

STRATEGY 2.1

Integrate instructional technology and library services to enhance academic degree programs and student services

TACTICS

- Improve library and information literacy instruction through the creation of online modules and assessments for CEP 121 and ENG 102 courses
- Hire an Instruction Librarian to work with faculty on integrating information literacy components into the core curriculum
- Expand the Dawson Library to provide additional workstations, group study spaces, and quiet study rooms
- Develop a plan for the creation of a centralized undergraduate library in consultation with the Director of Development, the NSC community, and relevant library professionals
- Expand automated testing tools (Respondus/StudyMate) and online assessment
- Develop and expand use of Study Mate Class Server - a student-centric learning tool for glossary building and study aids - to reduce instructional development time and advance active learning models
- Provide library resources within specialized library branches housed in the School of Nursing and School of Education
- Increase physical and electronic resource holdings in support of the development of degree programs and established curriculum
- Expand access to Smarthinking, Inc., NSC's online tutoring service and integrate with first year programs
- Increase Interlibrary Lending by obtaining full OCLC membership, establishing efficient workflow and procedures, and promoting services to the campus community
- Adopt and develop real-time media and voice tools to enhance speech and language arts instruction
- Improve access to collections by increasing online resources guides, redesigning the online catalog, and library website
- Identify and digitize unique collections that support the curriculum and foster community partnerships
- Advance student course evaluation system with the deployment of CoursEval and enhance all student polling through integrating SIS and CoursEval to support all NSC units
- Improve bibliographic instruction through the creation of online information literacy modules and assessments for CEP 121 and ENG 102 courses.
- Hire an Instruction Librarian to work with faculty to integrate information literacy into the core curriculum.
- Expand the Dawson Library to provide additional workstations, group study spaces, and quiet study rooms.
- Develop a plan for the creation of a centralized undergraduate library in consultation with the Director of Development, the NSC community, and relevant library professionals.
- Provide library resources within specialized library branches housed in the School of Nursing and School of Education.
- Increase physical and electronic resource holdings through the acquisition of physical and full-text electronic materials in support of the development of degree programs and established curriculum.
- Increase Interlibrary Lending by obtaining full OCLC membership, establishing efficient workflow and procedures, and promoting services to the campus community.
- Improve access to collections by increasing online resources guides, redesigning the online catalog and library website, and improve and promote an inner-campus courier service.
- Identify and digitize unique collections utilizing CONTENTdm that support the curriculum and foster community partnerships.
- Expand access to Smarthinking, Inc., NSC’s online tutoring service and integrate with first year programs.
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- Develop and expand use of Study Mate Class Server—a student-centric learning tool for
glossary building and study aids—to reduce instructional development time and advance
active learning models.

- Adopt and develop real-time media and voice tools to enhance speech and language arts
  instruction.

- Expand automated testing tools (Respondus/StudyMate) and online assessment.

- Advance student course evaluation system with the deployment of CoursEval and
  enhance all student polling through integrating SIS and CoursEval to support all NSC
  units.

STRATEGY 2.2

*Increase technology training and support services to enhance technology literacy for faculty,
staff and students*

**TACTICS**

- Hire additional technology staff
- Hire dedicated Web Master
- Open additional online technology training and knowledge base resources to all members
  of academic community
- Enhance support services to faculty, staff and students through the adoption of a
  centralized ticketing system for automating responses to technical support requests,
  including knowledge base articles, guides, tip sheets, and related links to self-help
  resources
- Develop a comprehensive map of workflow for instructional design, development, and
  support to collect better data on user needs and develop better user-centric support
  services
- Provide departmental and brown bag lunch training sessions on classroom technology
  equipment and software as well as productivity applications and collaboration tools
- Develop additional self-help documentation and technology training guides
- Open a Teaching with Technology Lounge Laboratory (T2L) to provide guided assistance
  for faculty and staff who want to experiment with new technologies and develop
  innovative instructional and student service projects (note: this tactic supports related...
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- **Hire a Technology Fellows Program Coordinator** with letter of appointment to plan and manage the annual program, from the initial single six-week program and as it expands with demand.

Spencer and Lee will develop Goal 6 for inclusion in the plan. A draft will be sent out to the campus for review on May 1st.

The committee also discussed revising the remaining meetings. The new schedule is as follows:

1. **Friday, April 17th**
   - 12:00PM to 2:00PM
   - BWII Conference Room 203
2. **Friday, April 24th**
   - 1:00PM to 3:00PM
   - President’s Conference Room
3. **Friday, May 1st**
   - 1:00PM to 3:00PM
   - President’s Conference Room
4. **Friday, May 8th**
   - 3:30PM to 5:00PM
   - President’s Conference Room

The meeting concluded at 4:48 PM.