

WSCUC 2026 Special Visit Committee Meeting Summary Notes



Date: August 28, 2025

Venue: MS Teams

12:00 - 1:00 pm

Facilitators: Dr. Bradley Henson and Dr. Satoko Siegel

Members: Bradley Andresen, Suresh Appavoo, Rosana Bravo, Joshua Cameron, Sarah Farah-Franco, Mirabelle Fernandes Paul, Leslie Hayes, Rodney Hicks, Mayra Hoskins, Sil Han Jin, Rick Leeper, Mark McIntire, Maria Pallavicini, Sunil Prabhu, Elizabeth Rega, Carl Todaro, Tim Wood

Recorder: Heather Simmons

Absent: Stephanie Amonoo-Monney, Barbara Baker, Carolina Banuelos, Stephanie Bowlin, Connie Callahan, Denise Cornish, Hyma Gogineni, Liliana Martinez, Andre Matti, Joshua McFarlen, Stephen O’Barr, Laurice Orense, Joseph Park, Jonathan Perry

<u>Items</u>	<u>Discussion/Action</u>
Review Summary Notes	<ul style="list-style-type: none"> • Please send updates, edits or corrections to Heather Simmons.
Offsite Review and Lines of Inquiry	<ul style="list-style-type: none"> • Site Visit Overview: <ul style="list-style-type: none"> ○ Offsite Review call scheduled for September 18. ○ Lines of Inquiry will be received on October 2. <ul style="list-style-type: none"> ▪ Target areas likely to be emphasized during the offsite visit. ○ Will be prepared to provide comments on the report and request additional data. ○ Opportunity to build rapport with the site visit team. ○ Refer to the PowerPoint presentation for additional context.
Proposed Timeline and Next Steps	<ul style="list-style-type: none"> • Training and Mock Visits <ul style="list-style-type: none"> ○ Planning to schedule full remote mock site visit in November and in person mock visits in February. ○ Aiming for February 3–6 (Pomona) and February 9–13 (Lebanon). <ul style="list-style-type: none"> ▪ Conduct multiple mock visits to ensure thorough preparation. ▪ Remote mock visit will allow for deeper practice and refinement. ○ Facilitation: <ul style="list-style-type: none"> ▪ Both mock visits will be conducted by the Powers Group. <ul style="list-style-type: none"> • Ellen McLaughlin will lead

	<ul style="list-style-type: none"> ○ She has extensive experience with WSCUC site visit prep and report reviews. ● Logistics and Scheduling <ul style="list-style-type: none"> ○ Finalize mock visit dates ASAP so attendees can block their calendars. ○ Clarify whether Pomona and Lebanon teams will be grouped together or separately. ○ Ensure flexibility to bring in relevant personnel (remote or in-person) as needed. ● Resources and Materials <ul style="list-style-type: none"> ○ Planning to create Quick Reference Packets: <ul style="list-style-type: none"> ▪ Reference sheets for those unable to review the full report. ▪ Organize packets by category (e.g., Student Services, Assessment, Financial Health). ▪ Some packets will be role-specific (e.g., Deans Group). ● Document Access: <ul style="list-style-type: none"> ○ Final report has been uploaded to SharePoint. ○ All reference sheets and training materials will be posted on the Teams site for the committee.
<p>Questions, Comments, Concerns?</p>	<ul style="list-style-type: none"> ● Planning will continue in the September committee meeting. ● Uncertainty remains about the Oregon team’s travel plans (who is going, when, etc.). ● Refer to site visit team as “evaluators,” not visitors.
<p>Next Meeting</p>	<ul style="list-style-type: none"> ● August 28, 2025