



**NASPA**

SMALL COLLEGES  
& UNIVERSITIES  
DIVISION

**Maggie Balistreri-Clarke, Division Chair**

**Report for the 2011 Winter Board of Directors Meeting**

### **Discussion Items**

I would like to propose a standard format and timeline for Board reports for regional reps to use for both their regional report and for their Small College and Universities Division report. This would allow reps to write one report and submit it both as their regional update and as their division update.

### **Action Items**

*No action items to submit.*

### **NASPA GOALS & GUIDING PRINCIPLES**

1. Build the capacity to create knowledge and use data to provide evidence that will support excellence in practice.
  - Nothing to report
2. Lead advocacy efforts that shape the changing landscape of higher education.
  - The SC&U Leadership Team identified colleges under 1000 as a group in need of advocacy and support. To address this need a dial-in conference was proposed. The “(Really) Small Colleges and Universities Dial-In conference was held on September 23 at 2:00 CST. This conference was hosted by Ken Schneck and Melanie Richardson. Tiki Ayiku arranged the conference and served as a moderator for the discussion. The dial-in conference attracted 57 participants. Evaluations were completed by 16 respondents of which 87% rated the experience as good or outstanding. The evaluations offered many suggestions as we move forward including expanding the time and focusing on specific topics of interest to our colleagues at our smallest colleges. This format has terrific possibilities as we reach out to our SC&U constituents.
  - Special thanks go to Ken, Melanie and Tiki for their work on this effort.
  - Houston Dougharty, region 4 East rep, is providing leadership along with 3 colleagues to enhance the presence of small colleges in graduate preparation programs. Houston will be exploring possibilities both at the 4 east regional conference as well as the SC&U SSAO Institute to be held at Butler University in June 2012. See Houston’s report below for further details about this exciting initiative.

- We have held 2 Leadership Team teleconferences since our last report. Issues that emerged from those discussions include the desire to explore a revision of the NASPA dues structure to accommodate colleges with populations under 1000, outreach to graduate programs to strengthen the small college component of professional prep, generating program submissions for the regional and annual conferences and finding colleagues to submit to NASPA publications. We also discussed the proposed voting amendment and the barriers that may prevent schools from becoming Institutional Members – this is tied to the issue of dues structure which we will pursue in the coming months.
3. Launch an initiative to collaborate with student affairs worldwide.
    - Nothing to report
  4. To provide leadership for promoting, assessing, and supporting student learning and successful educational outcomes.
    - Assessment will be a topic for the SSAO Institute in June- see below for details.
  5. Strengthen NASPA by making it a more responsive, vital and sustainable organization.
- After discussion with the SC&U Leadership Team, the position description for the SC&U regional reps was updated to align our goals and strategies with the new NASPA strategic plan. The position descriptions include the goal of expanding leadership opportunities within the region through the creation of regional advisory boards where this structure fits the needs of the region. The hope is that regional SC&U advisory boards will create more leadership opportunities for members and will provide more human resources to pursue division goals at the regional level.
  - A new position, electronic communications coordinator, has been added to the SC&U Leadership Team to strengthen our electronic communication. Zauyah Waite has worked with Tiki Ayiku to update the SC&U division site linked to the NASPA web page. Advisory board members have submitted photos and bios as a way to reach out to constituents, although these are not yet posted on the division site. Although the list serv has been discussed with the Leadership Team have yet to create any kind of ‘buzz’ using this tool. We will continue to seek ways to leverage technology to reach out to our constituents.
  - Three division-submitted programs were accepted for the 2012 Annual Conference. A pre-conference workshop for mid-level professionals at small colleges, an ASSAO roundtable and a general small colleges and universities roundtable will be offered during the conference.
  - We experienced some transition issues in developing the mid-level professionals’ workshop. Mary Geller, SSAO from College of St. Benedict agreed to facilitate the workshop,. Even though this workshop had been offered for the past 3 years, we were unable to gather any materials from past pre-conference workshops, such as agendas or program proposals on which to build for this year. I

am hopeful that we will provide a quality experience for mid-level professionals and that we will find ways to maintain and share records to pass on to future presenters.

- Plans for the SC&U SSAO Institute to be held on June 23 – 26, 2012 at Butler University are progressing very well. Chairs Betsy Newman and Bob Gatti are working with their excellent committee and the strong local arrangement folks from Butler to put together a strong and attractive program. Tiki Ayiku helped to administer a survey to help us to determine topics of interest for the Institute. In order of importance those are: Mental Health, Emerging Legal Policy and Issues, Emerging Technologies, Assessment and Accountability, Sexual misconduct, Leadership Competencies for SSAOs, Diversity and Inclusion, Athletics and Restorative Justice. The tentative agenda includes workshops on SSAO professional competencies, emerging technologies, assessment and an excursion to the NCAA headquarters in Indianapolis. This is our signature SC&U division event and it is shaping up to be a terrific Institute!

***Integrity*** – Committed to high moral principles exhibiting authentic, honest, just and ethical behavior.

***Innovation*** – Continuously seeking improvement through new and creative approaches.

***Inclusion*** – Seeking ways to ensure access, voice, acknowledgement, opportunity, and participation at all levels.

***Inquiry*** – Supporting research and scholarship to add to the knowledge base of the profession and ensure that data informs practice.

## **LEADERSHIP TEAM AND REGIONAL REPRESENTATIVE REPORTS**

### **Electronic Communications Coordinator Report - Zauyah Waite**

Progress was made by ensuring that all links work, out-dated information removed and double entries/tabs were also removed. The current website has a section to promote upcoming activities for Small Colleges and Universities, an introduction from our fearless leader, Maggie. A new addition is a section that introduces the leadership team/advisory board members. We have received several inquiries for ideas and information via the listserv which in a way demonstrate the value of it.

The following steps will be undertaken to enhance the website and to ensure that information is relevant to our small colleges and universities membership:

- Upload a write-up on the dial in conference, “Sharing Ideas on Now to Maximize Resources with an Enrollment of less than 1,000 Students” presented on September 22 by **Ken Schneck**, Dean of

Students, Marlboro College (enrollment ~300) and **Melanie Richardson**, Dean of Students, Saint Martin's University (enrollment ~ 1000) under the “Good Reads” tab. The ideas will be very beneficial.

- Include more details on the 2012 Small Colleges and Universities Institute that will take place from June 23 – 26, 2012 in Butler University, Indianapolis, IN.

- Promote the listserv and encourage members of small colleges and universities to sign-up.

### **Volunteer Coordinator Report - Hampton Hopkins**

We have 77 active volunteers in our database. So from an inclusion perspective, we are certainly working to provide opportunities for engagement. I also continue to share volunteer names with other members of the leadership team as I learn of needs.

### **REGION II Representative Report – Ray Heath**

- Participated in the national *Really Small Colleges and Universities Dial-In Conference* that attracted 50 participants in September;
- Updated Region II Advisory Board members of current and planned activities of the *Small College and Universities Division* during a conference call in October;
- Joined the new *Small Colleges and Universities Division Listserv*;
- Communicated the potential importance/value of the *Region II Mid-Managers Institute* being planned for June, 2012 to staff of small colleges to the Co-Chairs and encouraged development of programs and inclusion of presenters that reflect this concern; supportive feedback received;
- Promoted the biennial *2012 Small Colleges and Universities Institute* and described the program, format, etc. to interested members of the *Association for Student Affairs in Catholic Colleges and Universities* during its SSAO Retreat in October;
- Reviewed several program proposals for the *2012 NASPA Annual Conference* and evaluated them based on their overall quality/strength with particular attention to relevance and potential benefit to SSAOs and staff of Small Colleges and Universities
- Reviewed and discussed implications of proposed NASPA Bylaw amendment with colleagues/staff of small colleges and universities with particular attention to an email from the NASPA President-Elect;

### **REGION IV-E Representative Report - W. Houston Dougharty**

- Region IV-E Conference in Evanston will include a **SC&U Roundtable** during Session #3, co-facilitated by Maggie Balistreri-Clarke & Houston Dougharty
- **SC&U state/province agents** will be recruited at this Region IV-E Roundtable
- The **SSAO Track for the Region IV-E Conference** in Evanston was coordinated by Houston Dougharty and all three track sessions will include presenters from small colleges and universities (Wartburg, Simpson, Luther, Ohio Wesleyan, Grinnell)
- Region IV-E produced **one of the two program proposals for the National Conference** in Phoenix that received support from the SC&U Division
- Region IV-E produced a **program proposal designed for small campuses for the Alcohol and Other Drug Abuse Conference** in January 2012
- I am representing SC&U Division interests at a new organization of **National Liberal Arts College SSAOs**, which will meet for the first time in June 2012 at Davidson College (NC). (Founding members include: Williams, Swarthmore, Middlebury, Grinnell, Colorado College, Washington &

Lee, Pomona, Bowdoin, Macalester, Amherst, Sewanee, Claremont McKenna, Davidson, Knox, Hamilton, Kenyon, Carleton, Haverford, and Wesleyan)

- **Project: Enhancing the Presence of SC&U in Graduate Preparation Programs Curricula**
  - I will launch this project at the Evanston conference, gathering ideas and allies at the Roundtable Program
  - Sarah Westfall (Kalamazoo) and I are beginning to formulate a template for this project that could be used nation-wide, including collaboration with the NASPA Faculty Fellows Program (and its incoming chair, Flo Hamrick, Rutgers)
  - Aspects of the project may include: bibliographies, class “modules,” syllabi, internships, guest speakers, etc.

#### **REGION IV-W Representative Report – Scott Strawn**

- Sent e-mail correspondence encouraging SCU institution to participate in Dial-In conference sponsored by division and in the regional conference Solicited volunteers for regional advisory board
- Had a first regional advisory board teleconference where we discussed plans for IV-West conference gathering.
- Attended Region IV-West Advisory Board Meeting 10/30-11/2
- Attended Region IV-West Conference 11/2-4
- Hosted SCU gathering/reception in which drew 20 participants. We had a good time of fellowship and discussed ideas for improving participation in IV-West activities from SCU institutions, developed a list of topical ideas for future Dial-In conferences by the SCU division, added members to the pool for advisory board, and announced some of the details for the SCU SSAO conference this coming summer.

#### **REGION V Representative Report – Melanie Richardson**

The SC&U Leadership Team has met regularly via dial-in conference calls. Under the leadership of Maggie Balistreri-Clarke and with the invaluable support of Tiki Ayiku in the NASPA office, we have:

- Reviewed and discussed the job descriptions for the SC&U Leadership Team members.
- Reviewed and discussed goals for the SC&U Division. Bios and pictures have been submitted by the members to be utilized on the SC&U website.
- Members are forming small regional leadership teams, to serve in an advisory fashion to the SC&U representatives. Additionally, we are attempting to spark increased usage and interest in the SC&U list-serv by actively participating and engaging in list-serv postings.
- As the Region V representative, I have:
  - Co-facilitated a (Really) Small Colleges and Universities free dial-in conference on Sept.22, 2011. It was marketed as an opportunity to share ideas on how to maximize resources with an enrollment of less than 1000 students. We had 47 participants from small schools throughout the country. The follow-up satisfaction surveys have been compiled and are under review. There are a variety of comments that will be helpful in guiding future dial-in conferences.

- I have solicited and received nominations for a small advisory regional group to work with me in advancing the goals for the SC&U's in Region V. Three schools have submitted names and this group will be meeting via conference call in the next month.
- A quarterly newsletter to all SC&U in Region V was initiated this summer, including highlights of upcoming NASPA activities of special interest to SC&U's.