

Notes: Exploratory School Discussion Workgroup, Meeting #3

April 28, 2023, 10:00am-12:00pm via Zoom

Attendees: Daniel Ballhorn, Kate Barcalow, John Bershaw, Adam Booth, Kris Fedor (resource member), Beth Gilden (data contributor; guest), Shannon Heuberger (facilitator), Andrés Holz, Kristie Kolesnikov (logistics), Martin Lafrenz, Amy Larson, Jen Morse, Joann Ng, Max Nielsen-Pincus, Roger Pardo-Monahan (student data contributor; guest), Hunter Shobe, Leah Tuor, Wayne Wakeland, Becca Wilson-Ounekeo

Workgroup Roster: <https://www.pdx.edu/liberal-arts-sciences/exploratory-school-initiative#workgroup>

Workgroup Goals:

- Begin drafting an informational report that will be shared with departments in early May for their feedback. The informational report will be completed during next week's meeting.
- Information gathered during this phase will be used in the next phase to draft a conceptual model that will be provided to departments for their feedback, in what will be an iterative process.

Workgroup "homework" for next time:

- *Edit the introduction section of the Informational Report (saved in the Workgroup's folder)*
- *Some subgroup members are working to fill in "gaps" in information gathered, as decided with their subgroup in the breakout portion.*
- *The Peer Models group will meet on Wednesday to synthesize data.*

Note to Workgroup Members: *Some subgroups noted that identifiers have not yet been removed in some of their data files. To protect the privacy of their interviewees, please check with them before sharing documents from the subgroups' folders. An Informational Report will be ready for distribution soon.*

Meeting Discussions:

Introductions: Two guests were introduced--

- Beth Gilden and her colleagues have been conducting interviews to identify existing external partnerships. They can provide the Institutional Data subgroup with a list of current partners. Beth joined the Institutional Data subgroup as a guest during the breakout segment.
- Student Roger Pardo-Monahan has been assisting the Peer Models group with web-based research on peer institutions. Roger joined the Peer Models subgroup as a guest during the breakout segment.

Input Received Standing Item:

- No communications were received in the initiative email box. Numerous communications arrived via the Anonymous Google Form, but these items were saved for the subgroup report-outs, because the Outreach subgroup is processing the results.
- Discussed the need for more outreach to students, particularly to assure them that this process is *not* an academic program reduction (rather, that it could result in more interdisciplinary opportunities!)

- Discussed the need to make sure staff are feeling valued and supported. Discussed the importance of gathering an inventory of staff responsibilities, so that none are overlooked. The Institutional Data group will work on this. This conversation will be ongoing, and Shannon will check in with the staff representatives on the workgroup ahead of launching the design phase, to make sure all staff are feeling maximally heard and supported.
- *Note: "Input Received" is a standing item at every workgroup meeting. Please share your input with members of the workgroup directly or by sending comments to NewSchool@pdx.edu or <https://forms.gle/x7Pt78YEt51mBBi18>.*

Work Time: Beginning to Write the Informational Report

- Shannon started an introductory report section based on text from the Initiative Brief. Workgroup members are invited to edit the introduction section before the next meeting on May 4.
- The report will be posted on the web. For information that subgroups do not want to make widely available, a Google Drive folder can be created for appendices with access limited to members of the relevant PSU departments.
- The workgroup divided into breakout groups representing the three subgroups for 60 minutes, to begin working on report chapters. Each subgroup was provided with a template. Shannon provided brief descriptions of each group's methods on the template that the subgroups are welcome to change or edit.
- The subgroup templates ask subgroups to identify their key findings, refer to any appendices provided, and list recommendations for the notional school model based on information gathered.
- After the breakout segment, the full workgroup discussed key findings of each subgroup.

See brief progress reports relative to each breakout group topic below.

Institutional Data and Information

Joann, Shelby, Martin, Daniel, Kris (resource member)

- This subgroup designated subgroup members to analyze data before the next meeting.
- Subgroup members, please see the "template" in your subgroup's folder for a list of assignments.

Peer Models

Adam, Andrés, Hunter, John, Jen, Kate, Radhika, Wayne

- This subgroup has heard back from many institutions, although they are still waiting for responses from a few.
- They identified themes from their notes and will meet on Wednesday to translate the themes into key findings. They have already begun translating some of their findings into draft

recommendations, such as the need for transparency, clear processes, and continuous improvement, as underscored by interviewees from peer institutions.

Outreach

Amy, Becca, Leah, Max, Mitch

- This subgroup collected extensive input from PSU students, staff and faculty.
- They are working to collect more input from PCC pre-transfer students and employers. Chairs sent a reminder to employers last week to increase the employer response rate.
- They made significant headway identifying main themes from most of their audiences.

Next Steps:

- The workgroup will meet on May 4th from 2:30-4:30pm to finalize the Informational Report.
- A town hall will be scheduled for May 10th to share the Informational Report and seek feedback.
- The workgroup will then launch its two-week “design phase,” to translate findings into a conceptual school model. The workgroup remains on-schedule to release a conceptual model for discussion on or around May 19.
- “Homework” for workgroup members is on p. 1 of these notes