

March 5, 2020

Dr. Daniel Carey
Interim President
Notre Dame de Namur University
1500 Ralston Avenue
Belmont, CA 94002-1908

Dear President Carey:

This letter serves as formal notification and official record of action taken concerning Notre Dame de Namur University (NDNU) by the Executive Committee of the WASC Senior College and University Commission (WSCUC) at its meeting February 26, 2020. This action was taken after consideration of the action summary of the Interim Report Committee (IRC) review panel that conducted the Interim Report review January 28, 2020. The Executive Committee also reviewed a staff summary of NDNU's Interim Report. Based on the Executive Committee's review, the Commission takes the actions, offers the commendations, and provides the requirements to follow. The date of this action constitutes the effective date of the institution's status with WSCUC.

Actions

1. Receive the Interim Report Action Summary that focused on: (1) Hiring plan for faculty and staff, including strategies to continue to increase diversity, and plans for faculty and staff development; (2) Clarification of decision-making structures and processes including streamlining committees, councils, and commissions; Report on increased and diversified revenues; (3) Technology plan to improve infrastructure and prepare for technology-mediated educational delivery; (4) Evidence of the use of direct assessment measures and assessment data to inform planning, budget, and resource allocation, and (5) Retention and graduation rates data, 2015-2018
2. Issue a Formal Notice of Concern
3. Schedule a Special Visit in November 2020 to address the University's:
 - a. Enrollment plans
 - b. Financial Status
 - c. Leadership capacity

The Commission commends NDNU in particular for the following:

1. A candid and well-analyzed response to the recommendations of the 2018 Interim Report review.
2. NDNU's clear-eyed approach to the immediate challenges it faces and data-driven approach to enrollment and financial issues.
3. NDNU's transparency with faculty and staff about the challenges facing the university.

The Commission requires the institution to respond to the following issues:

1. NDNU should demonstrate progress on the diversification of revenue. The implementation of a multi-year financial plan is critical; without that there are major concerns about the viability of the institution (CFR 3.4).
2. NDNU should continue to monitor the progress of the enrollment plan into the new enrollment cycle. By the next interaction with WSCUC, a detailed report on enrollment and diversified revenues is expected (CFR 3.4).
3. NDNU should develop a teach-out plan for students in all programs to be submitted to WSCUC by March 20, 2020 (2.10 and WSCUC Teach-out Plans and Agreements Policy).
4. NDNU should continue to promote faculty involvement and leadership in simplifying and deepening assessment processes (CFR 2.4).
5. NDNU should continue its progress diversifying faculty and staff (CFR 3.1 and WSCUC Equity and Inclusion Policy).

In accordance with Commission policy, a copy of this letter will be sent to the chair of Notre Dame de Namur's governing board. The Commission expects that this action letter will be posted in a readily accessible location on the Notre Dame de Namur's website and widely distributed throughout the institution to promote further engagement and improvement and to support the institution's response to the specific issues identified in these documents. The Commission's action letter will also be posted on the WSCUC website. If the institution wishes to respond to the Commission action on its own website, WSCUC will post a link to that response on the WSCUC website.

Finally, the Commission wishes to express its appreciation for the extensive work that NDNU undertook in preparing for and supporting this Interim Report review. WSCUC is committed to an Interim Report review process that adds value to institutions while contributing to public accountability, and we thank you for your continued support of this process. Please contact me if you have any questions about this letter or the action of the Commission.

Sincerely,



Jamiene S. Studley
President

JSS/thh

Cc: Reed Dasenbrock, Commission Chair
Gregory White, ALO
Jean Stoner, Board Chair
Members of the Interim Report Committee review panel
Tamela Hawley, Vice President