

# Office of Executive Director of Institutional Effectiveness (EDIE) and Human Resources

**WHAT:** University Assessment Committee (UAC) Meeting Minutes

**WHEN:** (3:00 - 3:45) 16 November 2017

**WHERE:** Caspari, 3<sup>rd</sup> Floor Henderson Conference Room

## **Attendees.**

### **Academic Review Committees:**

- Arts and Sciences: Dr. Lindsay Porter (Dr. Handel)
- Education and Human Performance: Dr. Katrina Jordan
- Nursing: Dr. Debra Clark
- Allied Health: Dr. Joel Hicks
- Business and Technology: Dr. Danny Upshaw

### **Administrative Review Committee:**

- Registrar: Yvette Ceasar-Williams
- Library: Abbie Landry
- Auxiliary & Support Services: Jennifer A. Kelly (*absent*)
- Athletics: Dustin Eubanks
- External Affairs: Leah Jackson
- Student Experience: Frances Conine
- Technology Innovation and Economic Development: Dr. Darlene Williams/Dr. Donna Johnson
- Information Technology Services: Ron Wright
- Business Affairs: Rita Graves
- University Affairs & Police: Jon Caliste
- Office of Institutional Effectiveness: Frank Hall/Roni Biscoe

## **AGENDA:**

- ❖ Approved the minutes from 19 October 2017 meeting.
  
- ❖ Reviewed AY 2017-2018 IE Model Planning Calendar. The intent is to scale back on the number of meetings next year. The committee will meet on 18 January 2018 to discuss SACSCOC findings. The February and March meetings are needs based for now. The committee will meet in April in preparation for completing the AY 2017-2018 assessment.

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❖ Discussed Program and Unit Mid-Year Assessment Requirements. The brief is scheduled for 10 January 2018. Assessment input suspense the DIE is no later than **(NLT) 5 January 2018**. We will use the Assessment Tracker (second attachment) to serve as our mid-year assessment verification tool for academic programs and administrative units. Units and or programs will color in the program or units corresponding box in the far right column labeled 2017-2018 Assessment Mid-Year Review. Green will indicate the unit/program has no issue, orange reflects a minor issue, red reflects a major issue. Please see the assessment for Athletics in the attached Assessment Tracker as an example. Please use the Assessment Verification slide (third attachment) to base your color-coding assessment.

❖ ***Next meeting @18 Jan 2018.***