Office of Executive Director of Institutional Effectiveness and Human Resources

WHAT: Minutes - University Assessment Committee (UAC) and Core Competency Meeting

WHEN: (3:00 – 3:45) August 11, 2022

WHERE – Please attend via **WebEx** at https://nsula.webex.com/meet/hallf

Requested Attendees:

Academic Review Committees:
- Arts and Sciences: Michelle Holcomb
- Education and Human Development: Dr. Amy Craig
- Nursing: Dr. Debra Clark
- Allied Health: Dr. Cindy McGuire
- Business and Technology: Dr. Lily Pharris

Administrative Review Committee:
- Registrar: Yvette Ceasar-Williams
- Library: Megan Lowe
- Auxiliary Services: Jennifer A. Kelly
- Student Support Services: Bob Jordan
- Athletics: Dustin Eubanks (*absent*)
- External Affairs: Leah Jackson
- Student Experience: Reatha Cox / Yonna Pasch
- Technology Innovation and Economic Development: Suzette Hadden (*absent*)
- Information Technology Services: Stan Hippler
- Business Affairs: Terra Raupp
- University Affairs & Police: Jon Caliste (*absent*)
- Institutional Research: Dawn Mitchell
- Office of Institutional Effectiveness: Frank Hall/Roni Biscoe

Core Competency Coordinators:
- **English.** Dr. Jennifer Enoch
- **Mathematics.** Dr. Frank Serio
- **Natural Sciences.** Dr. Christopher Lyles
- **Humanities.** Dr. James Mischler - Emily Zering
- **Social/Behavioral Sciences.** Dr. Dean Sinclair
- **Fine Art.** Dr. John Dunn (absent)

University Leadership:
- **Provost and VP, Academic Affairs**: Dr. Greg Handel
- **VP, The Student Experience**: Reatha Cox
- **Dean, College of Arts and Sciences:** Dr. Frances Lemoine
- **Dean, College of Nursing and School of Allied Health:** Dr. Joel Hicks
- **Interim Dean of the College of Business and Technology:** Dr. Mary Edith Stacy

Prepared by: Frank R. Hall, Director of Institutional Effectiveness (DIE)

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Minutes:

❖ *Thank you to the University Leadership and members of the UAC/CORE Competency Coordinators for their unwavering support, professionalism, flexibility, and due diligence in ensuring the University Assessment Process drives organizational improvement. As the DIE described in the meeting, not every University is so fortunate, and it is you that makes this process work.*

❖ In discussing the April 19, Strategic Planning Team (SPT) meeting minutes, the Director of Institutional Effectiveness (DIE) asked that the April 19, 2022 minutes be reviewed in the spring as a reminder of the lessons learned for preparing annual assessment reports.

❖ AC 2022-2023 IE Model Planning Calendar. Key Dates:
  o November 10, 2022 – UAC Meeting
  o 03-06 December – SACSCOC Annual Conference
  o February 09, 2023 – UAC Meeting
  o March 15, 2023 – Submission of Fifth Year Report
  o April 13, 2023 – UAC Meeting
  o June 15, 2023 – UAC Meeting
  o June 16, 2023 – All Assessment Reports due to DIE
  o July 05, 2023 – SACSCOC Response to Fifth Year Report

❖ AC 2021-2022 Degree Program, Unit and Core Competency Assessments.

  o The University is at 99% - 158 of 160, Assessment Reports Submitted

  o The DIE provided a separate document with lessons learned and reminders for use in preparing AC 2022-2023 Assessment Reports. See - Things to consider for AC 2022-2023

  o If a coordinator is transitioning out of the position, please inform the DIE, provide the replacement's name and contact information, and use the Coordinator Transition Checklist.

  o Coordinators are asked to submit any name changes of those responsible for individual assessment reports to the DIE so the AC 2022-2023 Assessment Report Tracker can be updated.

  o Before the meeting, the DIE sent the initial analysis of AC 2021-2022 Academic Program, Unit, and Core Competency Assessments. The results reflect quantitative improvement; the University is a learning institution and successfully executing its mission.

  o The DIE highlighted the significant improvement in the Core Competency assessments. Dr. Handel took the opportunity to explain the University of Louisiana System (ULS) Core Competency initiative. Although the naming convention is the same, the ULS initiative is much broader. It defines the

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essential skills our graduates develop at the Universities of Louisiana, no matter the degree program. That our efforts support this overarching framework. See - https://www.ulsystem.edu/faculty-staff/core-competencies/

❖ Student Achievement Updates. Updates to AC 2022-2023 Student Achievement Website are due to the DIE on February 15, 2023. The DIE will send an email explaining the requirements next week to the responsible parties.

❖ The meeting adjourned at 3:47. Please let me know if you have any questions, corrections, or concerns.

Next Meeting: November 10, 2022 – Please attend in the **Henderson Conference Room** or via **WebEx** at https://nsula.webex.com/meet/hallf

Prepared by: Frank R. Hall, Director of Institutional Effectiveness (DIE)