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) February 09, 2023

WHERE – Henderson Conference Room or for those unable to attend on campus 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 (absent)
- 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
- External Affairs: Leah Jackson
- Student Experience: Reatha Cox / Yonna Pasch
- Technology Innovation and Economic Development: Suzette Hadden
- Information Technology Services: Stan Hippler
- Business Affairs: Terra Raupp
- University Affairs & Police: Jon Caliste
- Institutional Research: Dawn Mitchell
- Office of Institutional Effectiveness: Frank Hall/Roni Biscoe

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

University Leadership:

- Provost and VP, Academic Affairs: Dr. Greg Handel
- Executive Director, Economic Development, Innovation, and Outreach: Laurie Morrow

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

Office of Executive Director of Institutional Effectiveness and Human Resources

- Executive Director Institutional Effectiveness & Human Resources: Veronica Biscoe
- Dean, College of Arts and Sciences: Dr. Frances Lemoine
- Dean, Gallaspy College of Education and Human Development: Dr. Kim McAlister
- Dean, College of Nursing and School of Allied Health: Dr. Joel Hicks

Minutes:

❖ Comments: The DIE asked that everyone think about the top three things they get from our strategic planning process. The President's top priorities were highlighted (see attached).

❖ Committee approved the Minutes from November 10, 2022. Anticipating a successful submission of the Fifth-Year report, the DIE reinforced the desire to focus on the following during AC 2023-2024.

- Update Student Learning and Service Outcomes to ensure we have enough identified to complete a holistic/comprehensive assessment of the program or unit.

- Update Measures to ensure we have an adequate number per SLO

- Relook assessment participation of the new and or low-density programs

❖ AC 2022-2023 IE Model Planning Calendar. Key Dates highlighted:

• 03-06 December – SACSCOC Annual Conference. Roni Biscoe and Dr. Handle mentioned their key outcomes: the electronic submission of the Fifth-Year Interim Report, the new SACSCOC VP for the University, and the insights gained concerning faculty credentialing.

• February 15, 2023. Student Achievement data is due to the DIE.

• March 15, 2023 – Submission of SACSCOC Fifth-Year Report

• April 5, 2023 - Mid-Year Reports Due (Send r*eport to DIE*).

• April 12, 2023 - Mid-Year Brief to President

• April 13, 2023 – UAC Meeting

• June 15, 2023 – UAC Meeting

• June 16, 2023 – All Assessment Reports due to DIE

• July 05, 2023 – SACSCOC Response to University Fifth-Year Report

❖ SACSCOC Annual Conference. Based on the sessions attended by the DIE, there is no need to change the program and unit assessment process. However, the DIE asked when writing the assessment report, after describing what changes were implemented during the year, that the results be placed into a separate paragraph (*As a result of these changes…).* Doing so will better identify this component of compliance with 8.2a.

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❖ Assessment Fundamentals and Mid-Year Report. The Mid-Year Tracker is attached. Please review and submit updates to the DIE.

❖ Things to consider for AC 2022-2023. Although not directly mentioned, this document's information applies to all assessment reporting and should be used as a guide to facilitate compliance.

❖ The meeting adjourned at @3:45.

Next Meeting: April 13, 2023 – 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)