

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) April 11, 2024

WHERE – Via WebEx at <https://nsula.webex.com/meet/half>

Attendees:

Academic Review Committees:

- **Arts and Sciences:** Michelle Holcomb (absent)
- **Education and Human Development:** Dr. Amy Craig
- **Nursing:** Dr. Debra Clark/Dr. Anna Morris/Krystyna Tabor
- **Allied Health:** Dr. Tammy Curtis (absent)
- **Business and Technology:** Dr. Curtis Penrod (absent)

Administrative Review Committee:

- **Registrar:** Charlotte Grayson
- **Library:** Dr. Megan Lowe
- **Auxiliary Services:** Jennifer A. Kelly – Lindsey Vasocu
- **Student Support Services:** Dr. Bob Jordan
- **Athletics:** Dustin Eubanks (absent)
- **External Affairs:** Leah Jackson
- **Student Experience:** Reatha Cox / Dr. Yonna Pasch
- **Technology Innovation and Economic Development:** Emily Perritt
- **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
- **Mathematics.** Zeb Marcotte
- **Natural Sciences.** Dr. Christopher Lyles
- **Humanities.** Emily Zering
- **Social/Behavioral Sciences.** Dr. Dean Sinclair (absent)
- **Fine Art.** Dr. John Dunn

AGENDA:

- **Key Dates Discussed.**
 - The Student Achievement website is updated. *Thank you.*
 - We expect SACSCOC notification on the Differentiated Review Process in April.

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- End-of-year reports for all assessments are **due June 21, 2024**.
- July 1, 2024, Affirm participation in the Differentiated Review Process
- August 1, 2024, Differentiated Review Process Verification Forms Due

❖ **University Assessment Process.** Stay the course. Understand the format and University requirements. Look for opportunities to be the teacher–leader. The DIE talked everyone through the importance of the assessment cycle timeline, stressing that there was little flexibility for changes beyond this current year. The assessment tools below were mentioned as a means to refresh assessment fundamentals.

2023-2024

Implement Changes

2024-2025

1st Comparison to Changes

2025-2026

2nd Comparison to Changes

2026-2027

Report due

- *Anatomy of a Program - Unit Assessment (April 1, 2024)*
- *Assessment - Fundamentals - Example (April 1, 2024)*
- *A Guide to Developing Measurable Outcomes (April 1, 2024)*
- *Writing - Assessment Measure by the Numbers (April 1, 2024)*

❖ **SACSCOC Reaffirmation Planning.** The SACS Review Committee uses the tools below to manage its preparation for reaffirmation. The DIE explained the use of each and how it impacts organizations and individuals.

- SACSCOC - Reaffirmation Timeline
- SACSCOC - Decennial – Tracker
- SACSCOC - Report Guidelines
- Required SACSCOC Policies

❖ **Mid-Year Brief (FYI).** The brief will now take place on May 1, 2024.

- Strategic Focus Area (SFA) will discuss changes to Objectives, Metrics, and 2027-2028 targets.
- Other than SFA owners, no other briefs are required.

❖ **The meeting adjourned at 3:37.**

The next UAC – CCC meeting is July 11, 2024, in the Henderson Conference Room via WebEx at <https://nsula.webex.com/meet/half>.