

# Office of Executive Director of Institutional Effectiveness and Human Resources

**WHAT:** Minutes - University Assessment and Core Competency Meeting

**WHEN:** 3:00 – 4:00, February 12, 2026

**WHERE – Via Teams**

**Attendees:**

**Academic Review Committees:**

- **Arts and Sciences:** Dr. Daniel Gordy
- **Education and Human Development:** Dr. Amy Craig
- **Nursing:** Dr. Aimee Badeaux
- **Allied Health:** Dr. Becky Farmer – Dr. Tammy Curtis
- **Business and Technology:** Dr. Simon Njeri
- **Coord. of Accreditation and Strat. Planning for SoB:** Dr. Maria Miranda

**Administrative Review Committee:**

- **Office of Institutional Effectiveness:** Frank Hall/Roni Biscoe
- **Public Information and Media Relations:** Leah Jackson
- **Economic Development and Advancement:** Gwen Fontenot
- **Electronic Learning and Global Engagement:** Stephanie Henson
- **Information Technology Services:** Ron Williams
- **Business Affairs:** Terra Raupp (*absent*)
- **University Affairs & Police:** Jon Caliste
- **Athletics:** Dustin Eubanks
- **Wellness and Recreation:** Patric Dubois
- **Registrar:** Barbara Prescott - Charlotte Grayson
- **Library:** Dr. Megan Lowe
- **Auxiliary Services:** Jennifer A. Kelly – Lindsey Vascocu
- **Academic Engagement and Student Success:** Steve Hicks
- **Student Experience:** Reatha Cox
- **Institutional Research:** Dawn Mitchell

**Core Competency Coordinators:**

- **English.** Dr. Jennifer Enoch
- **Mathematics.** Zeb Marcotte
- **Natural Sciences.** Dr. Christopher Lyles
- **Humanities.** Emily Zering
- **Social/Behavioral Sciences.** Dr. Dean Sinclair
- **Fine Art.** Dr. John Dunn

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### Minutes:

- ❖ **President's Priorities.** The DIE highlighted the President's priorities, which serve as our azimuth moving forward.

### ❖ IE Model Calendar - Key Dates

11 Feb 2026    Strategic Planning Team Meeting                      3<sup>rd</sup> Floor Caspari (HCR)  
                    *Provided Mid-Year Brief Templates*

12 Feb 2026    University Assessment Committee Meeting                      3<sup>rd</sup> Floor Caspari (HCR)

27 Feb 2026    All Mid-Year Input – Reports are due                      Submit to DIE

04 Mar 2026    Student Achievement Input Due                      Submit to DIE

10 Mar 2026    Update Student Achievement Website                      DIE

11 Mar 2026    SFA - Program-Unit Mid-Year Update                      3<sup>rd</sup> Floor Caspari (HCR)

08 Apr 2026    Strategic Planning Team Meeting                      3<sup>rd</sup> Floor Caspari (HCR)

09 Apr 2026    University Assessment Committee Meeting                      3<sup>rd</sup> Floor Caspari (HCR)

19 Jun 2026    AC 2025-2026 Program/Unit Assessments due                      Submit to DIE  
                    Core Competencies Due                      Submit to DIE  
                    Strategic Plan - Focus Area Input Due                      Submit to DIE

- ❖ **2025 SACSCOC Annual Meeting.** Attendees highlighted key information concerning a myriad of topics.

### ❖ DIE discussed information related to Off Campus Instructional sites.

- Our accreditation extends to the OCIS (Off-Campus Instructional site)
- Must demonstrate there is a program coordination approach.
- Look at the University Policies for appropriateness – example course attendance, grading policy...do they extend to the HS level – they should be following our policies.
- Look at the faculty credentialing – if not straightforward, write a rationale why we have the person teaching the course for the reviewer. They will accept it if it makes sense.
- New sub change policy is coming – much more user-friendly – board approved.

- ❖ **New AC 2025-2026 Mid-Year Brief – Templates.** DIE sent these to each owner on 2 Feb 2026. The suspense to return the slides by the close of business on 27 Feb 2026.

- ❖ **New AC 2025-2026 Academic Program, Core Competency, and Unit Assessment Tracker.** The DIE is asking that each Dean and unit coordinator review and update the information. Return to DIE.

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- ❖ AC 2024-2025 – Making a Difference (published). Available on the IE website at <https://www.nsula.edu/institutional-effectiveness/> under "Foundational Planning Documents."
- ❖ **New AC 2025-2026 – Leading the Way** is the new strategic plan assessment cycle document. The input is due on June 19, 2026. The DIE also asked for ideas about the proposed draft cover. If anyone has any other ideas, please submit them.
- ❖ **New AC 2025-2026 Academic Program, Core Competency, and Unit Assessment Tracker.**
  - ❖ The AC 2025-2026 tracker has 168 academic programs, administrative units, and core competencies. This is three more than AC 2024-2025.
  - ❖ The DIE requested that Deans and Coordinators review the tracker and verify the accuracy of the data.
  - ❖ A mid-year report update from each coordinator is due on 27 Feb 2026. Although not mandatory, preparing a mid-year report saves time in June, when the final assessment report is due (June 19, 2026).
  - ❖ The DIE emphasized the essential 'Assessment Process Musts' (Slide 7). These requirements must be included in each assessment report, regardless of whether the report pertains to a program, unit, or core competency.
  - ❖ The 'Assessment Measure by the Numbers' guide was recommended to ensure format consistency (Slide 8).
  - ❖ General Education Competencies. The DIE requested a review and update of the associated evaluation plan (Slides 12) and the Dual Enrollment Plan.
  - ❖ The DIE suggests the core coordinators make a concerted effort to partner with their counterparts at Pineville High School. Alignment is essential since SACSCOC will visit Pineville High and expects curricular consistency and assessment participation.
  - ❖ All academic programs, administrative units, and core competency reports are due June 19, 2026. The DIE asked everyone to try to meet this date, as it would allow a seamless transition of the University Assessment Coordinator duties.
- ❖ **Student Achievement Request – website update 04 Mar 2026.** DIE outlined the requirements for licensure data for both the licensure table and the Word document. The script for the Website is complete.
  - Nursing

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- Allied Health
- Vet Tech
- Education
  
- ❖ **Web Content Accessibility Guidelines (WCAG) 2.1.** The Division of Institutional Effectiveness (DIE) also requested support to ensure compliance with the accessibility standards outlined in the April 2024 Department of Justice ruling and the University of Louisiana System policy. These standards require that all public-facing content meet WCAG 2.1 Level AA requirements by April 24, 2026. Accordingly, the DIE requested that all assessment reports be reviewed using the Microsoft Accessibility Checker and that proper heading structures be applied. When headings are correctly established, they will appear in the Navigation Pane (accessible via the *View* tab by selecting *Ruler*, *Gridlines*, and *Navigation Pane*), providing an outline-style structure for the document.
  
- ❖ **SRC Differentiated Review Timeline.** The DIE states there is solid progress, 26/38 standards viewed as complete.
  
- ❖ **SACSCOC Review Committee Requirements and Due Dates.** See slides 11-15 and notes below on specific requirements:
  - **University Organizational Chart – Objective University Org chart by 13 March 2026.**
    - **All subordinate units (below the first line on the current chart - VPs, Dir, etc.)** need to update their organization chart by 1 March 2026 if possible. Please work with Daphne and the Chief of Staff if you have questions.
  - **4.1 – Governing Board**
    - Rodney will provide the 2024-2025 Audit and Management letter once received.
  - **5.4 – Qualified administrative/academic officers**
    - **Job Description** – Please contact Roni to determine course of action (use what HR has, update what HR has, develop a new one).
    - **Evaluation** – No action required. Will acquire through Hannah.
    - **CV** – Please provide your CV to Roni
  - **6.2c – Program Coordination**
    - Via separate email, the DIE will provide each Dean with what was submitted to SACSCOC in 2023 (Organization Chart, Roster of Coordinators, and the associated CVs).
    - Please work on the changes to the organization chart with Daphne Hines.
    - Update the Roster as needed – new form provided.
    - Please provide only the new CVs and a list of those CVs to delete.
  - **9.1 – Program Content - Complete**

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- ❖ **SACSCOC Differentiated Review Milestones.** The DIE highlighted the milestones.
- ❖ **IE Model.** Dated 12 Dec 2025. Now reflects two years of planning and assessment activities.
- ❖ **Questions—Discussion.**
- ❖ **IE Model.** Dated 28 July 2025
- ❖ Adjourned at 3:50.

*The next UAC–CCC meeting will be held via Teams on April 9, 2026.*