

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

WHAT: MINUTES: University Assessment Committee (UAC) Meeting

WHEN: (3:00 - 3:30) 21 June 2018

WHERE: Caspari, 3rd Floor Henderson Conference Room

Attended:

Academic Review Committees:

- Arts and Sciences: Dr. Lindsay Porter
- Education and Human Development: 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 (absent)
- Auxiliary & Support Services: Jennifer A. Kelly
- Athletics: Dustin Eubanks
- External Affairs: Leah Jackson
- Student Experience: Frances Conine (absent)
- Technology Innovation and Economic Development: Suzette Hadden
- Information Technology Services: Ron Wright
- Business Affairs: Rita Graves
- University Affairs & Police: Jon Caliste
- Office of Institutional Effectiveness: Frank Hall/Roni Biscoe

Minutes:

- ❖ Discussed AY 2018-2019 UAC Business Model.
 - Intent is to eventually align meeting schedule to the NSU Assessment Process guide. We continue to meet monthly for at least the fall semester.
 - Confirmed all committee members will continue to serve in current capacity for the upcoming year.
 - No meeting is scheduled for July at this time. This may change depending on feedback from the SCASCOC representative.

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- ❖ Reviewed AY 2017-2018 – 2018 - 2019 IE Model Planning Calendar.
 - Highlighted meetings will now take place on the second Wednesday of the month to avoid conflicts with BoR and BoS which meets during the third week of the month.
 - Discussed additional changes to include Assessment Brief to the President now scheduled for 3 August 2018. Asked committee members to attend if able.
- ❖ Discuss AY 2017-2018 Assessment Tracker and Assessment Feedback (*will send an update prior to meeting*)
 - Discussed this year's assessment challenges and expectations. We must ensure we maintain continuity in quality to give us the best opportunity to be found in compliance on CS 3.3.1.1 – Educational Programs.
 - Explained the intent is to have a representative sample of degree programs from each college uploaded on the IE website by 1 July 2018. By doing so it will allow our SCASCOC representative the opportunity to review the approach-quality and provide feedback. We need to ensure we have sufficient time should we need to adjust our assessments. Update: We have enough degree assessment to allow this to occur. The Draft Monitoring Report Response is attached.
 - Discussed the need to develop continuity plans to ensure a seamless transition between key personnel such as assessment coordinators or program coordinators.
- ❖ Addressed all questions and concerns. The next meeting is 16 August 2018.