

## Office of Executive Director of Institutional Effectiveness and Human Resources

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

**WHEN:** (3:00 – 4:00) 10 Sept 2020

**WHERE – WebEx** please join us at <https://nsula.webex.com/meet/hallf>

### **Attended:**

#### **Academic Review Committees:**

- Arts and Sciences: Mr. Michael Scanlan
- Education and Human Development: Dr. Susan Khan
- Nursing: Dr. Debra Clark
- Allied Health: Dr. Joel Hicks
- Business and Technology: Dr. Lily Pharris / Dr. Curtis Penrod

#### **Administrative Review Committee:**

- Registrar: Yvette Ceasar-Williams
- Library: Abbie Landry / Anna MacDonald
- Auxiliary & Support Services: Jennifer A. Kelly
- Athletics: Dustin Eubanks
- External Affairs: Leah Jackson
- Student Experience: Frances Conine / Reatha Cox / Jana Lucky
- Technology Innovation and Economic Development: Suzette Hadden (*absent*)
- Information Technology Services: Tracy Brown
- Business Affairs: Terra Raupp (*absent*)
- University Affairs & Police: Jon Caliste
- Institutional Research: Dawn Mitchell
- Office of Institutional Effectiveness: Frank Hall/Roni Biscoe (*absent*)
- Coord. Carl Perkins Program Electronic and Continuing Ed: Julie R. Longlois

#### **Core Competency Coordinators:**

- **English.** Dr. James Mischler
- **Mathematics.** Dr. Frank Serio
- **Natural Sciences.** Dr. Christopher Lyles
- **Humanities.** Dr. James Mischler
- **Social/Behavioral Sciences.** Dr. Tommy Hailey (*absent*)
- **Fine Art.** Dr. John Dunn

#### **University Senior Leadership:**

- Provost and VP, Academic Affairs: Dr. Greg Handel
- Interim VP, The Student Experience: Frances Conine
- VP, Technology, Innovation, and Economic Development: Dr. Darlene Williams
- Interim Dean, College of Arts and Sciences – Dr. Frances Lemoine
- Dean, Gallaspy College of Education and Human Development – Dr. Kim McAlister

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### Minutes:

- Reviewed and approved the Minutes from 11 Jun 2020.
- I have updated the University Assessment Committee Membership. Bob Jordan will now join the UAC to represent Student Support Services.
- Reviewed the IE Model Planning Calendar, highlighting key dates and activities.
- The AC 2020-2021 Assessment Tracker is attached. Members are to review it and provide any updates in personnel and or programs to Frank Hall. (Tracker Attached)
- As part of the after-action review of last year's assessment cycle, Dr. Handel addressed the group highlighting his appreciation for the hard work dedicated to this effort, the resulting award of EIA, and the importance of assessment to the University. He applauded the improvements made over the past four years and reinforced that assessment is now a process ingrained in what the University routinely does. EIA logo/badge is attached.
- The group discussed the AC 2019-2020 Assessment Lessons learned. Dr. Pharris mentioned the importance of having an internal transition process to facilitate the introduction of new personnel into critical positions.
- Dr. McAlister suggested we develop some standardized language to capture the impact of COVID-19 on assessment across the University. (Slides Attached)
- The Next Meeting is planned for 12 Nov 2020.

### Core competencies:

- The need to integrate dual enrollment students into the University assessment process was discussed.
- Integrating Pineville HS is the priority effort. However, HS students taking our dual enrollment courses taught by high school credentialed faculty in other HS must also be brought into the assessment process.
- The following suspense dates were agreed upon to integrate HS students into our assessment process:
  - 15 Oct 20 – All tools (pre/posttest, quizzes, writing assignments, etc.) will be uploaded into the Moodle course shells, and contact with instructors should be made.

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- We agreed to meet in early November to discuss the status of the above requirement (looking at 5 Nov at 3:00 via WebEx – Invite to follow).
- 1 Dec 20 – All assessment results are return to NSU.
- Julie Longlois, Coordinator Carl Perkins Program will assist competency coordinators in establishing points of contact at Pineville and or other high schools as required. The below reflects the courses being taught at Pineville this fall. These are the courses we should be assessing:
  - BIOL 1010
  - BIOL 1011
  - COMM 1010
  - ENGL 1010
  - ENGL 2110
  - HIST 1010
  - HIST 2010
  - MATH 1020
- The integration of dual enrollment students into the assessment process will take time. Moving forward, 1 Sept will be the suspense to have tools uploaded in HS Moodle course shells and 1 Dec for schools to return their assessment results. The predictable pattern will facilitate a more comprehensive assessment of the University Core Competencies.