

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) 12 November 2020

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

Attendance:

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

Administrative Review Committee:

- Registrar: Yvette Ceasar-Williams
- Library: Abbie Landry / Anna MacDonald
- Auxiliary Services: Jennifer A. Kelly
- Student Support Services: Bob Jordan
- Athletics: Dustin Eubanks
- External Affairs: Leah Jackson
- Student Experience: Frances Conine / Reatha Cox / Jana Lucky
- Technology Innovation and Economic Development: Suzette Hadden
- Information Technology Services: Ron Wright / Tracy Brown
- 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.** Dr. Frank Serio
- **Natural Sciences.** Dr. Christopher Lyles
- **Humanities.** Dr. James Mischler
- **Social/Behavioral Sciences.** Dr. Dean Sinclair
- **Fine Art.** Dr. John Dunn

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MINUTES:

The information below applies to both the University Assessment Committee and Core Competency Coordinators:

- ❖ Committee approved the Minutes from 10 September 2020
- ❖ The UAC was asked to review and provide updates to the University Assessment Tracker to the DIE.
- ❖ Regarding 2020-2021 Assessment Reports:
 - ❖ A reminder - the University standard is to have at **least two measures per SLO**.
 - ❖ College coordinators were asked to talk with their degree program coordinators about their assessment reports to determine if additional measures would be beneficial.
 - ❖ All reports this year ***must reflect the New University Mission Statement***.

Mission. *Northwestern State University is a responsive, student-oriented institution committed to acquiring, creating, and disseminating knowledge through innovative teaching, research, and service. With its certificate, undergraduate, and graduate programs, Northwestern State University prepares its increasingly diverse student population to contribute to an inclusive global community with a steadfast dedication to improving our region, state, and nation.*

- ❖ The DIE provided an example of how to construct the mid-year report and what it should look like.
- ❖ The DIE also provided a copy of the slide *Writing an Assessment Measure by the Numbers*.
- ❖ On 3 February 2021, all mid-year assessment data is due for the Mid-Year Brief scheduled for 10 March 2021. The concept remains the same as last year, the DIE will assemble and distribute accordingly. There will not be an actual brief.
- ❖ NILOA 2020 Assessment Institute. All sessions are due to be posted on the Assessment Institute Website by the end of November 2020. Please access the site at <https://assessmentinstitute.iupui.edu/>.

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Core Competencies Coordinator:

- ❖ In the future, all assessment instruments for Dual Enrollment (DE) students should be placed in the appropriate Moodle Shell or otherwise coordinated with the course instructor no later than 1 October. The HS teacher's DE student assessment results should be returned to the University coordinator by mid-December before the semester holiday break.
- ❖ Core Competency Coordinators talked through the coordination that has taken place thus far for this Fall semester. While we have made progress, there is still a lot of work to do in establishing a working assessment relationship. Requested Competency Coordinators continue to work through the coordination. As far as Pineville HS, the focus should be on those courses reflected in purple on the FALL 2020 slide – attached.
- ❖ Although not discussed (SORRY), **it is recommended** the DE assessment instruments for the spring semester be uploaded in the appropriate course Moodle Shell no later than 1 February. The HS teacher's DE student assessment results should be returned to the University coordinator by mid-May / before the summer break. Requested Course Coordinators to contact the appropriate Pineville HS Faculty member to coordinate assessment activities. As far as Pineville HS, the focus should be on those courses reflected in purple on the SPRING 2021 slide – attached.
- ❖ Mid-Year Core Competency Assessment reports are due by 3 February 2021.

The next UAC – Core Competency meeting is 11 February 2021. Invitation to follow.

Please send me your questions and or concerns.