University-Wide Assessment Committee  
December 14, 2011  
8:00 a.m., Dawsey Conference Room

**Members Present:** John Beard, Teresa Burns, Lori Church, Margaret Fain, Steve Harrison, Holly Legg, Jim Luken, Tim McCormick, Chris Mee, Anne Monk

**Members Absent:** Jennie Cassidy

**Guests Present:** Michael Ruse

**Opening Remarks**

Tim McCormick, Chair, convened the meeting at 8:00 a.m. in the Dawsey Conference Room and welcomed all present.

**Meeting Minutes**

The minutes from the meeting on October 26, 2011 were distributed. With no corrections being made, a motion to approve the minutes was offered by Margaret Fain, seconded by Chris Mee, and approved by the committee.

**QEP Assessment**

Michael Ruse addressed the committee to inform them of the progress that had been made with the Quality Enhancement Plan (QEP) and to ask for help with the assessments. The majority of the QEP assessments will be done through courses. The assessment instruments used will differ from course to course but will be assessed against a common rubric. Also being utilized are the ETS, NSSE and possibly CAT surveys. The QEP consultant raised a concern with the rater reliability of the assessments with the faculty being the ones to complete the rubrics. Dr. Ruse asked the committee if they would be willing to review a sampling of the assessments to ascertain the rater reliability. Involving the committee would also incorporate the QEP more into the culture of the University.

Any faculty member teaching Experiential Learning (EL) courses will be required to attend training on how to teach EL and how to complete the training. Teresa Burns suggested that a taskforce be created of a few EL faculty members to do the reliability tasks. This would be similar to the English Department and how they assess the ENGL 101 rubrics for the core. She felt that this committee would not be the appropriate tool for this nature. John Beard also felt that the taskforce would also reinforce the training for the EL faculty members. Another benefit for paying the faculty to teach these courses could be that they have to do their own assessments plus five other assessments. Also suggested was to use the assessment committees within the colleges to review the assessments from their particular college.
SAC’s Accreditation Update

The Off-site Review from the SACS Committee has been received. The University was rated non-compliant on eight standards which is very good. The average standards for most university to be rated non-compliant in is 12 to 19. One of the main areas that the University was non-compliant in was not showing how assessment data is being used to make changes. The Focused Report and the QEP will be mailed by January 9 with the On-site Visit being March 6 - 8.

Student Learning

John Beard reported that the Student Learning Oversight Committee reviewed the 2010-2011 assessment reports. The completed rubrics will be sent to the departments with feedback in November.

Student Development

Steve Harrison stated that the Student Development Oversight Committee had finished the focused groups. Also many revisions were made to the 2010-2011 assessment reports to help with the SACS Focused Report.

Administrative Units

Anne Monk reported that the Administrative Units Oversight Committee had not met since the last UWAC meeting. However, discussion at the next meeting will include the SACS Focused Report and 3.3.1 and trying to figure out what is needed to improve the assessment reports within the departments.

Senior Exit Survey Discussion

The Senior Exit Survey was closed in October with a 26% response rate from the graduating seniors. The survey garnered good responses. 97% of the graduating seniors stated that they would recommend CCU to others. The comments appear to be overall positive responses. The committee members should review the survey results to discuss at the next meeting.

New Business

Meeting times for next semester were discussed. All members stated that Wednesday mornings at 8 a.m. are still a good time slot for them. Holly Legg will send meeting dates to committee members.

The committee needs to focus on connecting data and assessments throughout the University. John Beard requested that the SACS Off-site review be sent to the committee for review.
Next Meeting

The next meeting for the University-Wide Assessment Committee will be scheduled at the beginning of the spring semester and an e-mail will be sent to announce the dates. With no further items to discuss the meeting adjourned at 9:00 a.m.