University-Wide Assessment Committee  
May 22, 2013  
8:00 a.m., Dawsey Conference Room

Members Present: John Beard, Jennie Cassidy, Lori Church, Margaret Fain, Holly Legg, Tim McCormick, Chris Mee

Members Absent: Steve Harrison, Jim Luken,

Welcome

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 April 24, 2013 were distributed. With minor corrections being made, a motion to approve the minutes was offered by Lori Church, seconded by Chris Mee, and approved by the committee.

Update Assessment Responsibility by the UWAC and Oversight Committees

The committee reviewed the listing of TEAL Online assessment reports and which oversight committee reviewed those reports. John Beard will contact the editors of the Celebration of Inquiry and Faculty Ombuds assessment reports to ascertain if they wish to continue writing a report. It was determined that those reports are not necessary. The Women’s Resource Center assessment report will be combined with the Counseling Services report in the future.

Discussion began about whether the colleges should each have an assessment report for their First-Year Experience course. If it is decided that they do, then Holly Legg will create one assessment report in TEAL Online for each college with the Associate Deans as the editors.

Whether or not a separate TEAL Online system called Outreach needs to be created for center assessment reports was also mentioned. Jim Luken was designated to speak to the Center Directors about this split from TEAL Online – Administrative.

Holly Legg will update the list of assessment reports to review and will distribute the updated list to the committee members.

Surveys

The Senior Exit Survey had a 19% response rate for spring semester which included spring and summer graduates for 2013. Comparison results from Spring 2011 – Spring 2013 were reviewed by the committee. Tim McCormick categorized the comments by positive, negative, and constructive comments. The committee recommended that the Senior Exit Survey be included into the graduation process with a possibly shorter survey. All reports will be sent electronically to the committee.
Administrative Units

The Administrative Oversight committee made the following recommendations for next year:

- Review and report feedback of all assessment plans within 45 days of submission.
- Schedule more assessment training sessions.

Student Learning

The Student Learning Oversight Committee made the following recommendations for next year:

- Establish process or program where any department that has two consecutive years of needs improvement ratings will receive guidance to improve the reports to satisfactory.
- Remove some of the many extra reports that the Student Learning Oversight Committee must review.
- Shift the focus of the committee back to student learning and not only the mechanics of assessing reports.
- There should be a most improved assessment report award added to the other awards that were given.

Next Meeting

The next meeting for the University-Wide Assessment Committee will be scheduled in August for the 2013-13 academic year by the chair.

Adjournment

With no further items to discuss the meeting adjourned at 9:10 a.m.