Members Present: John Beard, Lori Church, Dan Lawless, Holly Legg, Caroline Madden, Tim McCormick, Thom Mezzapelle, Anne Monk,

Members Absent: Matt Hogue, Jennifer Hughes, Tiffany Kovacs, Caroline Madden, Chris Mee, Kim Sherfesee, Sandy Williams

Opening Remarks

Lori Church, Chair, convened the meeting at 2:00 p.m. in the Dawsey Conference Room and welcomed all present.

Meeting Minutes

The minutes from the meeting on November 5, 2013 were distributed. A motion to approve the minutes, with no corrections, was offered by John Beard, seconded by Anne Monk, and approved by the committee.

2012-13 Assessment Reports; 2013-14 assessment plans

All 2012-13 assessment reports have been submitted and approved. The 2013-14 assessment plans still have a few outstanding plans that need to be submitted or approved. Holly Legg will send reminders to the approval people for those reports to ensure they get submitted or approved.

Final Group Review of 2012-13 Assessment Reports

All final rubrics were sent to Holly Legg except for one group. When the remaining final rubrics are submitted, she will compile the list with the final scores so that the committee may determine the highest ranking reports. Once those reports are determined, a final review will be completed by the committee to determine the top two reports for awards. A suggestion was given to update the rubric to include a section about having relevant content. Discussion also included possibly adding a general comment section as well.

NSSE, Senior Exit Survey, and other report

NSSE was administered in the spring of 2013. The survey has 85 questions but only 17 of those questions related back to previous versions of the survey.

The Senior Exit Survey was drastically changed this past semester. The survey was reorganized and only asked students what was most important and how satisfied they were with the service. There was a 34% response rate for December graduates and no incentive was offered.
SACS Update

The University is currently working on getting the approval for two new programs: an Education Specialist degree and a Ph.D. in Coastal Marine Systems Science. The University will have to submit a compliance report addressing the level change to a Ph.D. level granting institution. The on-site visit for the level change report will be March 2015.

Updates from Student Learning and Student Development

The University-Wide Assessment Committee – Student Learning has completed the review of the 2012-13 assessment reports and determined 5 reports to be recognized. Awards will be given at the General Faculty Meeting next week. The University-Wide Assessment Committee – Student Development has completed the SWOT analysis of the committee to determine what areas they need to address this year.

Important Dates

Some important dates to remember in the upcoming weeks are:
  • March 15, 2014: Preliminary 2014-15 assessment plans due

These dates can be found at www.coastal.edu/tealconline.

Next Meeting

The next meeting of the University-Wide Assessment Committee – Administrative Units will be February 4, 2014 at 2 p.m. in the Dawsey Conference Room.

Adjournment

With no further items to discuss the meeting adjourned at 3:12 p.m.