University-Wide Assessment Committee
Administrative Units
May 6, 2014
2:00 p.m., Dawsey Conference Room

Members Present: John Beard, Lori Church, Abdallah Haddad, Jennifer Hughes, Tiffany Kovacs, Dan Lawless, Holly Legg, Caroline Madden, Tim McCormick, Chris Mee, Thom Mezzapelle, Anne Monk, 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 March 4, 2014 were distributed. A motion to approve the minutes, with minor corrections, was offered by John Beard, seconded by Sandy Williams, and approved by the committee.

2014-15 Assessment Plans

Lori reported that there were still a few outstanding 2014-15 assessment plans to be submitted. She will send a reminder to departments.

2013-14 UWAC Recommendations

Lori stated that recommendations from the committee are needed to send to the Provost. A suggestion was made that a small group should review the assessment reports to see if any recommendations can be culled from them. Questions that arose included what is the University doing to contain costs and how does the University relay the finding of various reports. It was determined that communication is a huge factor. The committee also discussed possibly visiting areas to learn what is done in specific departments. This would help with the review of the assessment reports to give the committee an idea of what is happening in each area.

Also mentioned was the possibility of setting up a schedule for the upcoming year to invite the Vice Presidents from each of the administrative units to hear their take on assessment in their units.

The committee should send any recommendations for the Provost to Lori by May 20. She will compile and send out the recommendations to the committee.

Final Review

The final review of rubrics was discussed. Facilities and Information Technology Services were the top two reports. Contractual and Business Services, Financial Aid, and Sustainability were the three honorable mentions. The two winners will present at Assessment Day in September. There will be an awards luncheon to present the awards scheduled in June. An invitation will be sent out shortly to all members of the committee.
Senior Exit Survey

The Senior Exit survey closed on May 2 with a 53.2% response rate. The survey was shorter in length which is a possible reason that there was such a high response rate. The Office of Institutional Research, Assessment and Analysis is in the process of compiling results now.

Student Learning

The Student Learning Oversight Committee has researched the possibility of e-portfolios to see if that assessment tool will be useful for the University.

Student Development

The Student Development Oversight Committee has almost completed the review of assessment reports and will determine two award winners.

Addendum to Strategic Plan

The Provost thinks it is a good idea to have a University-Wide Assessment Committee strategic plan. The UWAC came up with a list of actions items but the list is more geared toward Student Learning. The committee should review the Strategic Plan and see what action items could be added for the administrative units.

Next Meeting

The next meeting of the University-Wide Assessment Committee – Administrative Units will be scheduled by the incoming chair at the beginning of the fall semester.

Adjournment

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