University-Wide Assessment Committee  
Student Development  
April 16, 2013  
9:00 a.m., SNGL 112

**Members present:** Jean Ann Brakefield, John Beard, Jennie Cassidy, Allison Faix, Stephen Harrison, Tara Josey, Chris Mee, Anne Monk, Travis Overton, Pat Singleton-Young, Frankie Weeks

**Members absent:** Whitney Comer, Geoff Parsons, Caesar Ross, Jilleian Sessions-Stackhouse, Tom Woodle

**Opening Remarks**

Jennie Cassidy, Chair, convened the meeting at 9:00 a.m. in SNGL 112 and welcomed all present.

**Progress on Previously Made Recommendations**

Jennie Cassidy sent a memo regarding committee recommendations on freshman employment on campus to Meredith Kahl (Orientation), Amanda Craddock (Admissions), and Carolyn Hickman-Williams (Human Resources). Gregory Thornburg responded with an e-mail stating that the recommendations were discussed in Executive Staff and then sent to the University Retention Steering Committee. The third proposal (reserving a certain number of positions for incoming freshman) will be discussed further. In reference to the other recommendations, Thornburg noted that student employment is covered in orientation and that it may be confusing to students to advertise positions too early. Cassidy responded to clarify that the committee suggested that incoming students be notified of available positions in the Spring when positions were being filled for the upcoming Fall semester.

**Assessment Rubric Summaries**

Cassidy provided the compiled scores for the assessment reports as determined by the smaller working committees. Chris Mee suggested that in order to determine the top reports, the committee should review the top five reports as individuals and return their rubrics to Cassidy. The reports to be included in this review include: Accessibility and Disability Services, Campus Recreation, Student Health, Counseling Services, and University Housing. Cassidy requested that all rubrics be returned by May 1. Awards will be presented for first and second place, as well as honorable mention.

Reports that were identified as “needing improvement” should schedule an individual appointment with the Office of Institutional Research, Assessment and Analysis.

**One Day Student Affairs Conference Poster Session, May 21**

All units within Student Affairs will create and present a poster at the One Day Student Affairs Conference on May 21. Cassidy suggested that all units represented on the UWAC-SD take part in the poster session as well. The session will be held in the Wall
Boardroom at 8:00 a.m. Posters should present an assessment that is currently being wrapped up for 2012-13.

John Beard recommended that Wes Fondren would be a potential presenter to discuss problem solving skills. Mee suggested that it would be useful to present strategies for tying data to retention initiatives and using assessment for planning purposes.

Review of the UWAC-SD Activities/Priorities for Next Year

Cassidy requested that committee members send comments and/or suggestions to her for planning for the Fall semester.

Next Meeting

The next meeting of the University-Wide Assessment Committee – Student Development will be scheduled for August. There being no additional business to discuss, the meeting adjourned at 10:00 a.m.