Members present: Jean Ann Brakefield, John Beard, Jennie Cassidy, Whitney Comer, Allison Faix, Stephen Harrison, Tara Josey, Chris Mee, Travis Overton, Pat Singleton-Young

Members absent: Michael Jacobs, Geoff Parsons, Caesar Ross, Frankie Weeks, 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

Cassidy reported that the Co-Curricular Graduation Requirement suggested by the committee last year will be sent to the individual colleges. Each college will be responsible for developing their own requirement. Chris Mee added that it is also on the agenda for the two new retention committees.

Progress on Assessment Reports/Plans

Cassidy asked that the committee members complete the assessment reports as soon as possible. Anyone that does not intend to complete their reports in the next day or two should contact John Beard and Cassidy.

Priorities for this year

Cassidy reviewed the priorities discussed in the August and September meetings and created a list based on those discussions. The committee was asked to review the list which included:

1. Involving staff in assessment
2. Prioritizing assessment time
3. Reviewing the functionality of the assessment calendar
4. Identifying and using valid instruments
5. Exploring/identifying opportunities for partnering in assessment both inside and outside of UWAC-SD
6. Learning more about interpreting/using data
7. Addressing issue of disregarding data
8. Motivating student participation in assessment
9. Developing common student learning outcomes for student leaders
10. Sharing results with others in an effective way
11. Peer review of assessment efforts

Other priorities suggested include:
• Moving results to action outside of an individual area
• Developing a reporting system in order to get feedback for the committee

Mee proposed that each subcommittee make recommendations to the UWAC which would then take the recommendations to the Provost. This may be a way to ensure that feedback on actions taken reaches the committee.

Cassidy asked that the members prioritize the items on the list so that future agendas can be created based on those items that the committee considers most important.

Assessment Calendar

Discussion regarding the assessment calendar ensued. Whitney Comer suggested that staff members should write their reports when the assessment is complete even if it is not near the due date. Beard also reiterated that the report can be written at any time throughout the year.

Next Meeting

The next meeting of the University-Wide Assessment Committee – Student Development will be on December 10, 2013 in SNGL 112. There being no further time to discuss business, the meeting adjourned at 10:00 a.m.