University-Wide Assessment Committee
Student Learning
January 4, 2012
2:00 p.m., Edwards 164

Members Present: John Beard (Chair), Ellen Arnold, Teresa Burns, Kristal Curry, Judy Engelhard, Dodi Hodges, Tom Hoffman, Jim Luken, Vivian McCain, Carol Osborne, Brianne Parker, Barbara Ritter, John Steen, Josh Vossler, Deborah Vrooman

Members Absent: Michael Latta, Chris Mee, Nelljean Rice

Guests: Mark Mitchell (attending for Michael Latta)

I. Introductions and Approval of Minutes

John Beard, Chair, convened the meeting at 2:00 p.m. in #164 of the Edwards Building and welcomed all present. New member Kristal Curry was introduced as the Assessment Coordinator from the College of Education. Joss Vossler, although he is the member representing Kimbel Library for the entire academic year, attended his first meeting as he had a teaching conflict during the Fall 2011 semester. Mark Mitchell was mentioned as sitting in for committee member Michael Latta.

Meeting Minutes:

The minutes from the December 7, 2011, meeting were included as part of the packet distributed to all attendees. The Chair asked if any modifications to the minutes were recommended. A motion to approve the minutes as submitted was offered by Carol Osborne, seconded by Teresa Burns, and approved by the committee.

II. Confirm Meeting Dates and Times for Spring 2012

A. Common 2:00 p.m. Meeting Time Still OK? – The committee schedule for the 2011-12 year was put together during the Fall semester in order to guarantee meeting space would be available. Now that committee members have had a chance to review their actual Spring 2012 schedules, a brief discussion regarding potential conflicts ensued. It was agreed that Wednesday at 2:00 would still work for all committee members.

B. Proposed Days (All Wednesdays): Feb. 01, March 02, April 04, and May 02 – It was pointed out that the March 2nd date as listed on the meeting agenda is incorrect. The first Wednesday in March is March 7th, which happens to be during the time the SACS Review Team will be on campus. To date, the interview schedule has not been finalized; therefore, potential conflicts for committee members cannot be determined at this time. It was decided that February 29th will be considered as an alternate date should extensive conflicts arise for March 7th. A decision will be made closer to the March meeting date.

III. Updates Concerning SACS Response to CCU’s Self-Study

A. Non-Compliance of Standard 3.3.1: Focused Report in Response to any Issues (Draft) – Included in the meeting packet was the draft copy of the response to Comprehensive Standard 3.3.1 as included in the Focused Report being sent to the SACS Review Team. Essentially, this is CCU’s response to the previous designation of “Non-Compliance,” an attempt to argue ourselves back into “Compliance.” This report is currently undergoing final revisions and is due for mailing on or before January 11, 2012.

B. Possible Outcomes of the CCU Response – Of special interest to this committee is the response to standard 3.3.1.1 Educational Programs. Although specific academic areas were identified as non-compliant by the SACS
off-site review team, all academic areas are required to demonstrate competence in identifying student learning outcomes, assessing data, and providing evidence of continuous improvement. There are several outcomes that may result based on the SACS Review Team’s feedback upon visiting the campus. The best outcome would be we are deemed in compliance and advised to continue in the manner in which we have been operating. The next outcome would be the identification of specific issues in given academic areas with a timeline to be met for remedying these specific issues. The least favorable outcome would be the directive that we correct the non-compliant issues as identified and also submit some type of monitoring report to SACS.

C. On-Campus SACS Visit: March 6, 7 and 8, 2012 – It is anticipated that we will be advised of our compliance of CS 3.3.1.1 prior to the SACS Review Team leaving campus on March 8th. Although it is expected that the final report will be received sometime in April, the University administration will be advised of our overall compliance during the Exit Meeting scheduled for March 8th.

IV. State of Student Learning Reports 2010-2011

A. Description of Summary Reports - The Analysis of Results and Use of Assessment Results for Continuous Improvement reports for the 2010-2011 academic year were due in Teal Online by October 1, 2011. The majority of academic units met this deadline, and all had posted by the end of the month. Assessing and providing input on these reports was a main focus for this committee during the fall semester. The next challenge for the committee will be the compilation of the State of Student Learning report which will contain broad statements connecting the dots between the varied assessment efforts of all academic units. This report was initially compiled by the 2010-11 Chair, Paula Vincini, based on the initial attempts made by each college.

B. Assignment of Dates – After a brief discussion, it was decided that these reports will be delivered on the following timetable:

- February 01: College of Humanities and Fine Arts
- March 07 (or Feb. 29?): Library and College of Business
- April 04: College of Science and College of Education

V. Upcoming Due Dates

A. Executive Summary (Deans) Due January 30, 2012 – Deans of each college are asked to compile an overall executive summary based on the Analysis of Results and Use of Assessment Results for Continuous Improvement reports as submitted by their department chairs. The due date for this summary to be entered into Teal Online is January 30, 2012.

B. 2012-13 Assessment Plans Due March 15, 2012 – The departmental assessment plans for the 2012-13 academic year are due March 15, 2012. As we have been engaged in the same assessment process for several years, it is anticipated that assessment plans for the upcoming year are based more on the assessment of previous data than in years past. The call for Assessment Grants through the Provost’s annual program will be sent to all faculty in early Spring 2012. Monies received for these grants may be used for assessment efforts that will be taking place in the next academic year. As new CETL programs are developed, it was suggested that assessment workshops be considered for the new schedule.

V. Adjourn – Next Meeting:

With no further agenda items to address, the meeting adjourned at 3:00 p.m. The next committee meeting is scheduled for February 1, 2012.