



University Assessment Committee

Minutes

Thursday, October 17, 2019

2:30-3:30pm

West Hall Room 1002

www.valdosta.edu/uac

Mission Statement

To foster an environment of continuous improvement in student learning and provision of services to the VSU community through the use of active, ongoing, and constructive assessments.

Members Present: Michael Black, Terence Sullivan, Michael Holt, Niki Turley, Deborah Robson, Peggy Moch, Aubrey Fowler, Natalie Kuhlmann

Members Absent: Pepper Croft, Yvonne Landers, Hanae Kanno, Fanhoe Nie, Jane Kinney, Michele Blankenship, Sudip Chakraborty

I. The April 29, 2019 minutes were approved without revision. They will be converted to PDF and posted on the UAC website.

II. Introduced Members for 2019-2020

Academic Affairs

Michael Black, Director of Institutional Effectiveness and UAC Chair

President's Division

Pepper Croft, Information Technology

Student Affairs

Niki Turley, Associate Dean of Students

University Advancement

Not represented

Finance & Administration

Yvonne LeRoy-Landers, Associate to the Vice President

College of Science & Mathematics

Peggy Moch, Professor of Mathematics and UAC Co-Chair

Sudip Chakraborty, Associate Professor of Computer Science

College of Humanities & Social Sciences

Fanhao Nie, Assistant Professor of Sociology

Langdale College of Business Administration and General Education Council Representative

Aubrey Fowler, Professor of Marketing

College of the Arts and General Education Council Representative

Deb Robson, Associate Professor of Communication Arts



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College of Nursing & Health Sciences

Michele Blankenship

Dewar College of Education & Human Services

Natalie Kuhlmann, Director, Program Assessment, Analytics & Evaluation

Hanae Kanno, Associate Professor of Social Work

Odum Library

Michael Holt, Assessment Coordinator & Associate Professor

Student Success

Terence Sullivan, Assistant Director, Student Success Center

Ex Officio

Jane Kinney, Professor of English & Catalog Editor

III. Reviewed Committee's Service to the University

UAC members assist our institution by improving assessment reporting procedures as well as evaluate the assessments themselves to ensure that departments are collecting meaningful data and using it for continuous improvement of their programs.

- Regional accreditation requires institutional commitment to the concept of quality enhancement through continuous assessment and improvement.

SACSCOC Standard 7 and 8

- 7.1. The institution engages in ongoing, comprehensive, and integrated research-based planning and evaluation processes that (a) focus on institutional quality and effectiveness and (b) incorporate a systematic review of institutional goals and outcomes consistent with its mission. (Institutional Planning)
- 7.3. The institution identifies expected outcomes of its administrative support services and demonstrates the extent to which the outcomes are achieved. (Administrative effectiveness)
- 8.2. The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results in the areas below:
 - A. Student learning outcomes for each of its educational programs. (Student outcomes: educational programs)
 - B. Student learning outcomes for collegiate-level general education competencies of its undergraduate degree programs. (Student outcomes: general education)
 - C. Academic and student services that support student success. (Student outcomes: academic and student services)



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IV. Reviewed Committee Actions since Last Meeting (April 29, 2019):

- Implementation and training for APL nextED (replaces Digital Measures).
- Implementation and training for SmartEvals (replaces SOI Portal).
- Offered two working sessions on Preparing the IER and IEP (Aug. 28 and Sept. 5, 2019).
- Michael Black was asked to chair the SACSCOC Self-Study Committee (2019-2021).
- Sent request to campus for IERs and IEPs (August 1, 2019).

V. UAC New Business and Plans 2019-2020

- Discussed how the committee could follow-up to Fall 2018's Survey of Assessment Culture. One of the weak areas noted in the survey was that we did not do a good job sharing assessment success stories. M. Black will develop a template of recommendations to help departments share outcomes on a departmental website. Anticipate this template to be done next month.
- Review IERs and IEPs
 - Submitted as of Oct. 17, 2019: 127/154 (82.4%)
 - Reminder emails sent 10-08-2019.
 - Changing the due date from Oct. 31 to Sept. 30 helped tremendously
 - All reports from this year and the past three years will be used as evidence in our SACSCOC self-study
 - Review schedule (handout)
 - Review of file locations (V:\ drive)
 - Deadline for reviews: December 15, 2019. Earlier is appreciated.
 - Link to online review form: <https://goo.gl/zYig3k>
 - Clarified that the MS Psychology is actually in the Dept. of Human Services and not Dept. of Psychology
- Discussed need to better emphasize units to perform the self-check of their IERs and IEPs before submitting.
- Discussed status of VSU alumni survey and what different departments are doing.
- Committee members will be asked to contribute to our SACSCOC self study narratives on Institutional Effectiveness

VI. Announced the following:

- Applications are being accepted for the 2019-20 VSU Leadership Academy (<https://www.valdosta.edu/administration/finance-admin/employee-development/certificate-programs/leadership-academy.php>)
- USG RACEA Fall 2019 Meeting, October 23, 2019 at Middle Georgia State University.
Let Michael Black know if you would like to attend.

APL Training Classes

August 27, 2019	11:30am, Odum Library New Media Center 1370
September 19, 2019	4:00pm, Odum Library New Media Center 1370
October 21, 2019	3:30pm, Odum Library New Media Center 1370



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November 13, 2019 3:30pm, Odum Library New Media Center 1370
November 18, 2019 3:00-4:00, Odum Library 1370 (OPEN LAB HELP SESSION)
November 19, 2019 3:30-4:30, Odum Library 1370 (OPEN LAB HELP SESSION)
December 11, 2019 3:30-4:30, Odum Library 1370 (OPEN LAB HELP SESSION)

SmartEvals Training Class

Oct. 21, 2019 2:00-3:00, Odum Library 1370
Nov. 13, 2019 2:00-3:00, Odum Library 1370
Nov. 18, 2019 3:00-4:00, Odum Library 1370 (OPEN LAB HELP SESSION)
Nov. 19, 2019 3:30-4:30, Odum Library 1370 (OPEN LAB HELP SESSION)
Dec. 11, 2019 3:30-4:30, Odum Library 1370 (OPEN LAB HELP SESSION)

Upcoming Meetings/Conferences

The 2019 Assessment Institute - Indianapolis, IN

October 13-15, 2019

<http://assessmentinstitute.iupui.edu/>

VII. UAC Meeting Schedule for Fall 2019 - Dates, times, and location(s):

November 11, 2019

3:30-4:30

West Hall 1002

VIII. The meeting adjourned at 3:22pm.

Minutes typed by Michael Black, 10/18/2019.