University Assessment Committee
Meeting Minutes

Date: April 24, 2013
Time: 9:30 – 10:30 AM
Location: West Hall Room 118

Dr. Michael Black (Chair) called the final University Assessment Committee (UAC) meeting of the 2013 academic year to order on Wednesday, April 24 at 9:30 am.

Members present: Dr. Michael Black (Chair), Mrs. Melinda Cutchens, Dr. Ray Elson, Mr. James Holland, Dr. Lynn Minor, Dr. Peggy Moch, Dr. Deborah Robson, and Mrs. Ginger Williams

Members absent: Dr. Bryon Brown, Dr. Christy Coons-Yates, Dr. Colette Drouillard, Mr. Stanley Jones, Dr. Hanae Kanno, Dr. Jane Kinney, Mrs. Bonnie Martin, and Mr. Shawn Phippen

Guest(s): Dr. Mark Smith, Dr. Richard Vodde and Ms. Pat Rozier

The minutes of the March 25, 2013 meeting were distributed. With minor corrections, a motion was made and seconded to approve.

Old Business

Student Learning Outcomes Audit. Since our March meeting, Dr. Black has met with several department heads and program coordinators to discuss revisions to their student learning outcomes. This was a good project for UAC because it encouraged departments to re-examine the relevancy and rigor of their SLOs.

Institutional effectiveness reports and plans. All received 2011-12 reports and 2012-13 plans are posted on the UAC password-protected webpage. We may explore other methods in the future, but this archiving method works well for now.

New Business

College of the Arts Assessment Committee. Dr. Deborah Robson, Chair, informed the committee that she meet with the College of the Arts dean-elect, Blake Pearce, who will begin on July 1, 2013 regarding the assessment plans for the College. She requested examples from the other colleges to show the new dean. Several COA programs hold professional accreditations. The Music department has not turned in their IE reports which could be a timing issue. It was suggested to set up training about assessment for the Music Faculty so that we can further promote assessment responsibilities.

Division of Social Work Assessment Committee. Dr. Rich Vodde, Interim Director, shared that the Division of Social Work will be administratively changed to the Department of Social Work and housed in the College of Education and Human Services effective July 1.

Dr. Vodde distributed handouts and discussed social work outcome evaluation. The program has been accredited by the Council on Social Work Education (CSWE) for the

past 19 years. They are able to use data collected for CSWE to support UAC and SACS requirements. The MSW is a two year program that consists of a foundation year and a concentration year. CSWE requires 12 to 14 program/curriculum objectives to be evaluated every year and demonstration that we are "closing the loop."

Program Objective Course Outcome (POCO) - Students are asked to self-rate themselves before graduation. Each August, faculty will meet and review deployment chart. After program objectives have been selected, a full review of all course syllabi occurs, rewriting as necessary to meet objectives. Every course then has a deployment chart which aligns outcomes to program objectives. For the POCO, anything above 93 is flagged for examination to ensure that grades are not inflated or we do not have poor measures. We offer a face to face and hybrid program. In the past 5-10 years, students in online cohorts have performed at higher levels.

Two secondary measures. Created an internal exam to pretest and posttest students at graduation. Also, we are able to obtain pass rates from the licensing board to compare within our state and region.

Dr. Black thanked Dr. Robson and Dr. Vodde for sharing their college's assessment efforts and needs.

Committee review of 2013-14 IEP and 2012-13 IER templates and IE memo for fall semester. Dr. Black distributed the 2013-14 IE memo and 2012-13 IER and 2013-14 IEP templates to the committee for comment and feedback. The memo will come from the new interim VPAA/Provost in July. Detailed instructions are included for completing the assessment plans. The workflow is to have the IEPs/IERs reviewed by each college's assessment committee and dean before sending to UAC. The IEPs/IERs will be due by September 30.

Review of the UAC website. Dr. Black demonstrated where the current IEPs/IERs are located and how to access the documents. He met with Gary Kuhlmann, Web Services Team, about the transition of the UAC website to the new format which will occur over the summer.

He thanked the committee for allowing him serve as chair of UAC during 2012-13. The committee will not meet during the summer. Dr. Elson made a motion for Dr. Black to continue as UAC Chair for the upcoming year (2014-15). The motion was seconded; the committee voted unanimously for him to continue serving as chair.

Announcements and Reports
General Education Council update. The GEC will host workshops in the fall regarding multiple choice test design. He will notify the committee about the workshop dates.

University Assessment Committee
Meeting Minutes

QEP Call for Proposals (Round II). It's not too late to submit a proposal for QEP funding.
http://ww2.valdosta.edu/sacs/qep/index.shtml. The proposals are due April 26 at
3:00pm.

Strategic Planning Committee. Requested UAC members to complete the Strategic Planning
survey which will be sent to all the campus listservs.

The I.D.E.A. Center (Innovative Designs for Enhancing the Academy). In April 2013, VSU
opened the I.D.E.A. Center which was the result of three years of work by our Faculty
Excellence Committee. This facility will consist of a Faculty Fellow-in-Residence and
several Faculty Fellows who will encourage collaboration and special initiatives that
focus on innovative pedagogy, research, teaching, and grant (external funding). We
anticipate a wide variety of topics to emerge including improved use of technology in
online instruction.

Fall 2013 Meeting Schedule – West Hall Room 118
The committee was asked if they preferred to continue meeting in West Hall Room 118. We will
schedule the room and will conduct a doodle pool in July to set the fall semester meeting
schedule.

Other comments/questions
Annual Departmental Data Report. Is there a way to find out what the data is used for and why
are we doing it? A one-page summary of the annual data report was distributed at a prior
meeting, to deans, and to department heads. That data is collected and reported to USG-
BOR and for program review. It is used to identify trends and patterns to assist with
departmental planning. The USG has also indicated in writing they will audit
institutional Comprehensive Program Review policies/procedures.

Dr. Elson thanked Dr. Black for all that he has done for UAC. We made good progress this year
and hope that everyone will continue to serve next year as well.

Mark Smith shared his appreciation that we are moving to more consistent and reliable data
which is helpful to identify trends in majors, retention rates, etc.

The meeting adjourned at 10:30 a.m.