University Assessment Committee
Minutes
Monday, September 18, 2023
11:00-12:00pm
West Hall 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.

Present: Michael Black, Natalie Kuhlmann, Cynthia Tori, Sudip Chakraborty, Hanae Kanno, Emily Rogers, Josh Pifer, Terence Sullivan, Britt Bugby, Huting Qi

Absent: Michele Blankenship, Talley Mulligan

Michael Black, chair, called the meeting to order at 11:01am.

I.   Introduced and welcomed returning and new committee members.

   Michael Black, Chair, Director, Institutional Effectiveness
   Terence Sullivan, Coordinator, Student Retention and Success
   Natalie Kuhlmann, Director, Professional Education Services
   Michele Blankenship, Associate Professor of Nursing and Director of Simulation
   Cynthia Tori, Professor of Economics
   Sudip Chakraborty, Professor of Computer Science
   Hanae Kanno, Associate Professor of Social Work
   Huiting Qi, Assistant Professor of Public Administration
   Emily Rogers, Professor and Reference Librarian, Odum Library
   Josh Pifer, Associate Professor of Music
   Talley Mulligan, Associate Professor of Mass Media
   Britt Bugby, eLearning Instructional Designer

II.   Approved April 25, 2023 minutes.
   Emailed to committee members 09/14/23 and posted at
   https://www.valdosta.edu/administration/university-assessment-committee/documents/uac-minutes-042523.pdf

III.   Reviewed the guiding goals of the committee.

   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
       o   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)

- o 7.3. The institution identifies expected outcomes of its administrative support services and demonstrates the extent to which the outcomes are achieved. (Administrative effectiveness)
- o 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)

IV. Reported on UAC activities occurring since the last meeting (April 25, 2023):

- UAC member Fanhao Nie left employment over the summer and is now at U. Mass. Lowell.
- Emailed memo to campus requesting IERs and IEPs (Aug. 2, 2023).
  - o Posted at https://www.valdosta.edu/administration/university-assessment-committee/
  - o Reached out to new program coordinators, new department heads, and new unit directors to inform them about the IE process at VSU (Jul. 24, 2023).
- Offered two virtual sessions on Preparing the IER and IEP (Aug. 29 and Sept. 13, 2023).

V. Discussed UAC Business and Plans for 2023-24.
- Discussed responsibilities for UAC Members (on website)
- Agreed with request from Provost Noviello (09/13/23) to extend deadline for IERs/IEPs until October 11 due to Hurricane Idalia.
- Strategized for the review of 2022-23 IERs and 2023-24 IEPs.
  - o Requested memo sent to departments and units (Aug. 2, 2023)
  - o Several new units this year due to campus reorganization
  - o Number of collected IERs and IEPs as of 09/13/2023: 0 of 145 (0.0%)
  - o Review of file locations (V:\dept\Institutional_Effectiveness\Assessment Reports)
  - o Determined the deadline for UAC reviews: December 31, 2023
  - o Discussed how assignments for IER and IEP reviews would be made and will be sent out in October.
- Recommended a handout on assessment strategies.
- Recommended a larger guidance document for

VI. Announcements/Workshops
- The VSU General Education Council has developed proposals to change the VSU core curriculum, specifically in Area B. That request has been submitted to the USG General Education Council for approval.
- Quality Enhancement Plan (qep.valdosta.edu) had a successful second year with EL course endorsements and seed grants. See results for 2022-23: handout and also at https://qep.valdosta.edu/wp-content/uploads/sites/153/2023/08/2022-23-qep-report.pdf
- New Interim QEP Coordinator is Dr. Anne Price, Professor Sociology (see email to campus 07/12/23)

- New USG Strategic Plan approved August 2023: https://www.usg.edu/strategic_plan/
- Comprehensive Program Review Orientation Meeting will be Sept. 22, 2023, 9:00am, West Hall 1002. Programs have already been notified.
- University Council Plus had its initial meeting 09/07/2023 to discuss revising VSU strategic plan.
- Registration is open for the 2023 Assessment Institute, Oct. 29-31, 2023, Indianapolis. See https://assessmentinstitute.iupui.edu/registration/index.html

VII.   UAC Meeting Schedule for Fall 2023

- October 24, 2023, 3:00-4:00, West Hall 1002
- November 30, 2023, 1:30-2:30, West Hall 1002

What if I cannot attend the meeting? Consider sending a representative for your unit. All UAC meetings are open meetings and guests are welcome.

VIII.   The meeting adjourned at 12:03pm.