



MEMORANDUM

To: Dr. Karla M. Hull, Acting Vice President for Academic Affairs

CC: Dr. Sharon L. Gravett, Assistant Vice President for Academic Affairs
Vice Presidents and Academic Deans
Members of the University Assessment Committee

From: Dr. Michael M. Black, Chair, University Assessment Committee

Date: June 3, 2013

Re: University Assessment Committee 2012-13 Report

This memorandum will serve as an update on the activities of the University Assessment Committee during 2012-13. The University Assessment Committee (UAC) is an executive body created to foster an atmosphere of continuous improvement in both academic and administrative areas. It reports to the President and Vice Presidents on assessment processes occurring campus-wide and collects data from and reviews assessment programs of all units of the university. Its membership consists of representatives from each college and each senior administrative division with members serving 3-year terms.

As you may know, compliance with SACSCOC Standard 3.3.1 presents the greatest challenges to nearly all SACSCOC institutions. In 2008, VSU established a process to collect evidence which demonstrates that all units have a systematic process for improvement. We collected **92%** (156/168) of Institutional Effectiveness Reports and Plans in 2012-13. Our goal is 100%, and I am working closely to obtain the missing documents. All received reports were reviewed and feedback was shared with the department head and/or program coordinator in writing and/or face-to-face meetings. Because of reorganization or creation of new units, Adult & Military Programs, Center for Applied Social Sciences, BS Organizational Leadership, Center for Economics Education, Sullivan Literacy Center, Center for Gifted Studies, AAS Dental Hygiene, Logistics & Distribution, and the Business Career Strategies Center were added to the IE review rotation. As the university grows, we will continue to monitor units/programs which should prepare an institutional effectiveness plan.

University Assessment Committee

Location Nevins Hall 1060 • 1500 North Patterson Street • Valdosta, GA 31698-0160

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One of the Academic Affairs goals for the year was to increase professional development opportunities for faculty. We were able to invite a talented individual to campus on November 9, 2012 who presented two workshops on institutional effectiveness. Thirty-five participated in the morning workshop and twelve participated in the afternoon workshop. Another eighteen attended a rubric development workshop held on February 8, 2013.

After reviewing the Institutional Effectiveness Reports and Plans in Fall 2012, the committee noted that some academic programs published student learning outcomes we believed were worded such that assessment would be complicated or impossible. Using that data, we conducted a full audit of all academic programs and provided written feedback to the department head and program coordinator for consideration. Several departments submitted catalog request changes, and others are in the process of reviewing the recommended changes.

During the spring semester, our meetings focused heavily on education. As such, we met with a representative from each college or administrative unit assessment committee to learn about their current assessment and accreditation processes and to see how the UAC could better serve our academic colleges.

I am providing an update on the status of our SACSCOC Fifth Year Interim report (due March 2016). The template has been started. The report will consist of responses for 21 standards. I believe that we have good processes in place; however, standards are revised yearly, and we will need to allocate time to review and implement the revisions. Our SACSCOC timeline is posted at www.valdosta.edu/sacs.

For our 2010 SACSCOC reaffirmation, VSU used a home-built SACS Portal. This platform is now antiquated and will be decommissioned after Summer 2013. The portal itself will not disappear because it remains a repository of critical university information; however, we will begin utilizing other technologies. Firstly, Digital Measures will serve as the repository for all course syllabi and faculty credentials (degrees, scholarship). This software was endorsed by the Faculty Senate, Deans, Department Heads, etc. in Spring 2012. I have scheduled five Digital Measures training sessions from May-August to introduce faculty to this system. Secondly, LiveText can be utilized to store SACSCOC compliance standards and their associated documents. Other institutions are already utilizing this software for this purpose. Over the summer, this will be investigated as an option.

It will be my pleasure to serve as Chair for next year. Agendas and minutes from all of our 2012-13 meetings are posted online at www.valdosta.edu/uac. We appreciate your continued support of our practices and look forward to improving them and expanding our services throughout campus in 2013-14. Should you have any questions, please let me know.

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