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| **University Assessment Committee**  Meeting Date: Feb. 10, 2020 | Time: 3:00 p.m. – 5:00 p.m.  Room: 119E DEV | GVLEFT |

**2019-20 UAC Members**

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| **Brooks College of Interdisciplinary Studies**    **Cáel Keegan, WGS Studies (W20)**  **College of Community & Public Service**    **Scott Berlin, School of Social Work (18-21)**  **Tina Yalda, School of Criminal Justice (18-20)**  **College of Education** **Wei Gu, Teaching & Learning (18-21)**  *Greg Warsen, Ed. Leadership & Counseling (19-21)*  **College of Health Professions**    *Denise Ludwig, Communication Sciences (19-22)*  *Libby MacQuillan, Allied Health Sciences (18-21)*  **College of Liberal Arts and Sciences**    **Paul Carlson, Music, Theatre and Dance (18-20)**  *Katherine Corker, Psychology (W20)\**  \*W20 replacement for Carolyn Shapiro (17-20)  **Haiying Kong, Communications (17-20)**  **Jon Hasenbank, Mathematics (19-22) (Chair)  Julie Henderleiter, Chemistry (18-21) (VC/ChairElect)**  **Michael Henshaw, Biology (19-22)**  *Janel Pettes Guikema, Modern Lang. & Lit. (19-20)*  **Al Sheffield; Music, Theatre, and Dance (18-20)**  *Unfilled CLAS Seat #1*\* (W20) \*W20 replacement for Faye Yang (18-21) *Unfilled CLAS Seat #2*  *Unfilled CLAS Seat #3*  (bold, in attendance; *italics, notified absence*) | **Kirkhof College of Nursing**  **Sue Harrington, Nursing (18-21)**  **Padnos College of Engineering and Computing**    **Yunju Lee, Sch. of Engineering\***  \*W20 replacement for Sung-hwan Joo  **Greg Schymik, Computing & Info. Services (16-19)**  **Seidman College of Business**    **Sonia Dalmia, Economics (17-20)**    **Anne Sergeant, School of Accounting (15-18)**  **Service Unit / Co-Curricular Units**   *Colleen Lindsay-Bailey, Housing & Res. Life (17-20)*  *Kelly McDonell, Honors College Advising (18-21)*  **Susan Mendoza, Director: Office of U R & S (18-21)**  **Mike Saldana, CHP Academic Advising (18-21)**  **Betty Schaner, Assistant Dean, Adv. & Ss Serv. (19-22)**  **Kate Stoetzner, Padnos International Center (19-22)** **University Libraries Representative**  **Kristin Meyer, University Libraries (17-20)**  **Student Senate Representatives:**  **Damaris Crocker DeRuiter (Graduate)**  *TBA (Undergrad)*  ***Ex Officio* (Office of the Provost)*:***  **Chris Plouff, AVP for SPAA**  **Taylor Boyd, SPAA Assessment Specialist**  Christina Lunn, SPAA Graduate Practicum Experience |

**Agenda:**

1. Arrivals and pre-meeting review of the Minutes (3:00 – 3:10).   
    **Meeting will be called to order at 3:10 p.m.**
2. Introductions and welcome incoming members
3. Approval of minutes from 1/6/2020 **(attachment B)**
   1. The minutes were approved with amendments from C. Plouff.
4. Report from the Chair
   1. Update on GVAdvance notification system **(attachment C)**
      1. Jon pointed out some features of GVAdvance incorporating ARSS notification features. ARSS is currently disabled.
      2. Sue asked if there was anything still in the system that we need to go back and save or transfer. Jon has records in a database.
      3. Units can also see the list of due dates.
      4. Easier to send messages as needed, to individuals and to groups.
5. Report from the Provost’s Office
   1. Annual report being constructed for Strategic Planning, this goes to the board. This is why we have February due dates for Units and Colleges so that the report can go to the board March 1.
   2. Accreditation side: most things are in process right now. There are some annual update reports for some of the health professions.
   3. Not much new information for self-study or strategic planning. Updates for the University (grand huddles, other information gathering) is being used for a strategy document, planned for the November board meeting. Hoping for a new University plan for January, 2021. UAC’s window for self-studies is likely going to be the next academic year, which accelerates our timeline. UAC will need to decide what feedback, if any, will be provided based on the compressed timeline. The question then becomes what the strategic planning cycle becomes for units (may be 2021 year for colleges and units).
      1. UAC needs to make sure we know what questions we will ask for the self-study (Attachment E).
6. New business
   1. “Implementation Recommendations” from CC+A Task Force **(attachment D)** *(cf. Charge #1)*
      1. For 2018-19, UAC had two task forces, one for assessing in service courses and one for guidance for service units (Attachment D).
         1. Recommendation 1: consider shifting deadlines for co-curricular and advising units to better match their schedules. Moving AR to June 20 or July 1 seems fine. For what timeframe would the SP updates cover? Would the SP address a calendar year or an academic year? Susan will go back and speak with directors about what would best meet their needs and the board needs (prior calendar year reporting March 1). It could either be only half a year’s reporting or 1.5 year and late.
         2. Recommendation 2: modifications to the feedback form prompts to focus less on courses.
   2. Current Self Study Prompts in GVAdvance **(attachment E)** *(cf. Charge #3)*
      1. How do units that don’t to strategic planning as individual units (done at the college level) report? Would do this at the program level. Self-study at a unit level could refer back to the college level plan. COE, Nursing, Business are programs that do this, Chris’ office will come up with a plan.
      2. FSBC will provide feedback on the Unit Stability item.
      3. Will this provide any “closing the loop” options? No, closing loops should happen elsewhere. This is a look back to document accomplishments and challenges to help develop the next strategic plan. This will be communicated to units. UAC can look back at self-studies when new strategic plans are submitted to see if connections are being made. UAC will revisit (at a later date) whether we will continue to review SP and SP updates.
      4. UAC may want to suggest some strategies to help units do this process so that it is useful and beneficial. There should be input from multiple faculty, UAC can and should provide guidance to units. How much text is useful/check text boxes.
      5. Question if this is redundant, it seems not to be—much information may already be in GVAdvance, but this asks for synthesis and some analysis.
7. Adjourn for asynchronous work time and collaboration on W20 reviews
   1. Adjourned to asynchronous work at 3:56.