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| **University Assessment Committee**  Meeting Date: September 27, 2021 | Time: 3:05 p.m. – 5:00 p.m.  Room: Zoom | GVLEFT |

**2021-22 UAC Members**

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| **Brooks College of Interdisciplinary Studies (1)** Peter Wampler, Honors (20-23)  **College of Education & Community Innovation (4)**  Wei Gu, Teaching & Learning (18-21)  **Donijo Robbins, Pub. Nonprofit & Health (21-24**)    **Cathy Meyer-Looze Ed. Leader & Counseling (21-22**)  **Tina Yalda, Criminology, CJ, Legal St. (20-23)**  **College of Health Professions (2)** **Denise Ludwig, Communication Sciences (19-22)**   Libby MacQuillan, Allied Health Sciences (21-24)  **College of Liberal Arts and Sciences (11)** **Richard Besel, Communications (20-23)**  **Heather Gulgin, Movement Science (21-22)** **Jon Hasenbank, Mathematics (19-22)    Julie Henderleiter, Chemistry (21-24) chair**   **Keith Oliver, Physics (20-23)**  **Zsuzsanna Palmer, Writing (20-23)**    **Janel Pettes Guikema, Mod. Lang & Lit (20-22)**    **Carolyn Shapiro-Shapin, History (20-23**)     **Al Sheffield; Music, Theatre, and Dance (19-22)**  *unfilled position*  *unfilled position*  (bold, in attendance; *italics, notified absence*) | **Kirkhof College of Nursing (1)**    **Sylvia Mupepi, College of Nursing (21-24)**  **Padnos College of Engineering and Computing (2)**    **Greg Schymik, Computing & Info Systems (19-22)**    **Sung-Hwan Joo, School of Engineering (20-23)**  **Seidman College of Business (2)** **Sonia Dalmia, Economics (20-23)**   **Joe Little, Marketing (21-24)**  **Service Unit Representatives (6)**    Brian Bossick, Career Devel. Services (w22-23)   **Colleen Lindsay-Bailey, Housing & Res. Life (20-23)**  **Susan Mendoza, OURS (21-24)**  **Mike Messner, Director SSP, SASC (21-24)**    **Betty Schaner, Assistant Dean, CLAS (19-22)**   **Kate Stoetzner, Padnos International Ctr. (19-22)**  **University Libraries Representative (1)**    **Scarlet Galvan, University Libraries (20-23)**  **Student Senate Representatives (2) (1-year terms)**    Undergraduate: *TBD*    Graduate: *TBD*  ***Ex Officio* (Office of the Provost)*:*  Sonia Dalmia, Economics, AVP for SPAA**  **Taylor Boyd, SPAA Assessment Specialist**  **Anca Enache, Graduate Assistant** |

**Agenda:**

1. Arrivals and pre-meeting review of the Minutes (3:00 – 3:05).
2. Approval of minutes from 9/13/2021 (attachment a)
   1. Question as to whether Google Docs is 1 word or 2.
   2. Mupepi moved to accept the minutes; Hasenbank seconded.
   3. Approved unanimously
3. Report from the Chair
   1. Comments about structure of the October 4 meeting
      1. training 3 – 3:40 all are welcome;
      2. Regular meeting starts 3:45;
      3. invited guest AVP Ellen Schendel joins at 4:00 to discuss Program Review Committee’s work on reporting across campus; she will leave at 4:30 p.m.
      4. At 4:30: we will make sure small groups feel comfortable and will divide up task list)
   2. Requested that more experienced members provide assistance with talking through the MTH Department’s assessment report.
   3. There are 80+ Self Studies; 40 for each semester. Small groups can meet on Oct. 11.
4. Report from the Provost’s Office (Dalmia)
   1. All received an email from Provost’s Office that Taylor Boyd will be leaving GVSU with 10/4 as his last day.
   2. Asked that all join her in thanking Taylor for his service to the committee
   3. Dalmia will head up search committee for an Assessment Specialist (which will include Henderleiter, Enache, Messner, Jacobsen will join her). Search should be completed by November.
5. New business
   1. Review SHORE memos from Pre-major/Service Course task force (previous meeting attachment c) and Co-curricular/Advising task force (previous meeting attachment d). Discuss and approve, as appropriate
   2. Begin with Co-Curricular/Advising Task Force
      1. Affected units can focus assessment on pre-major/service courses
      2. Little asked for clarification on services course; Henderleiter’s response: e.g. CHM 115 – courses that are used in your major as a prerequisite but also used in other majors (some are gen ed). Branch point courses can be assessed.
      3. Hasenbank: if we only focus on majors, then we may be missing many courses. Asks units to take a look during prerequisite and major courses. Challenge – GV Assess is built around majors and these courses are used in multiple majors. We many need guidance on where assessment should be done.
      4. Palmer asked how this will be communicated to majors. Henderleiter noted that the answer will depend reporting is shifted.
      5. Schaner: Is it up to CHM to assess CHM 109 for majors that use it or is it for majors that use it to assess? Henderleiter: It is messy to assess courses that are required for other majors.
      6. Dalmia – noted an example from Economics courses.
      7. Hasenbank: Assessment can be done via Gen Ed data; we are opening up a realm of places from where data can come from. Gen Ed can provide data upon request.
      8. Henderleiter asked if the memo should be altered, sent or tabled?
      9. Hasenbank noted that we ought to table this because we should know how the rules are changing.
      10. Henderleiter can sent a note to UAS; pending expected changes, we would prefer not to report until we have a better sense of direction. Summaries were drafted pre-Covid.
      11. Yalda we can ask about how many units were involved.
      12. Henderleiter noted that this process can be used to see if changes in earlier courses have an effect on later performance.
      13. Hasenbank: We could put this as a UAC statement of principle to be incorporated into future assessment and communicated on the UAC website.
      14. Motion: Hasenbank moved that we post this on the UAC website as a record of what the UAC believes; Mupepi seconded. Motion carried unanimously.
   3. Co-Curricular and Advising Units have had major changes since this was drafted in 2018
      1. Bailey – there have been many changes across the university. Advising centers are using a new process. New language from LAAN (Laker Academic Advising Network) could be incorporated and have edits made before we discuss it.
      2. Bailey will take the lead and the co-curricular and advising folks will suggest edits.
      3. Henderleiter asked re: timing; Bailey noted that end of semester would be a good time frame.
6. Schymik Motion to adjourn; Sheffield seconded for adjourn; Adjourned at 3:52.

**Team Assignments**

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| **Team 0** | **Team 1** | **Team 2** | **Team 3** | **Team 4** | **Team 5** | **Team 6** |
| Julie  Henderleiter | Wei  Gu  Heather  Gulgin  Al  Sheffield  Tina  Yalda | Richard  Besel  Jon  Hasenbank  Sylivia  Mupepi  Donijo  Robbins | Joe  Little  Cathy  Meyer-Loose  Zsuzsanna  Palmer  Greg  Schymik | Sung-Hwan  Joo  Denise  Ludwig  Keith Oliver  Carolyn  Shapiro- Shapin | Scarlet  Galvan  Janel  Pettes- Guikema  Libby  MacQuillan  Peter  Wampler | Colleen  Lindsay- Bailey  Brian  Bossick (w22)  Susan  Mendoza  Mike  Messner  Betty Schaner  Kate  Stoetzner |