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| **University Assessment Committee**Meeting Date: **March 25, 2019** | Time: 3:00 p.m. – 5:00 p.m.**Room: The University Club (DEV C)** | GVLEFT |

**2018-19 UAC Members**

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| **Brooks College of Interdisciplinary Studies** **Rachel Peterson, Liberal Studies (16-19)****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)** **Mohammed Saleem, Literacy & Technology (18-21)****College of Health Professions**  **Susan Cleghorn, Occupational Therapy (16-19)** **Libby MacQuillan, Allied Health Sciences (18-21)****College of Liberal Arts and Sciences**   **Paul Carlson, Music, Theatre and Dance (18-20)**  **Haiying Kong, Communications (17-20)** **Regis Fox, English, (16-19)**  **Jon Hasenbank, Mathematics (16-19) (Chair) Julie Henderleiter, Chemistry (18-21) (Vice-Chair)** **Charles Lowe, Writing (16-19)** **Brian Phillips, Sociology (18-19)** **Carolyn Shapiro-Shapin, History (17-20) Al Sheffield; Music, Theatre, and Dance (18-20)** **Fang Yang, Communications (18-21)** *Unfilled CLAS Position (18-19)*(bold, in attendance; italics, notified absence) | **Kirkhof College of Nursing** **Sue Harrington, Nursing (18-21)****Padnos College of Engineering and Computing**   Chris Pung, School of Engineering (18-20)  **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**  **Joy Gianakura, Assoc. Dean: College of Business (16-19)** **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)** *Unfilled SS Member (18-20)***University Libraries Representative** *Kristin Meyer, University Libraries (17-20)***Student Senate Representatives:**  *TBA (Undergrad)* **Andy McDonough (Grad)*****Ex Officio* (Office of the Provost)*:***  *Chris Plouff, AVP for SPAA*  **Taylor Boyd, SPAA Assessment Specialist** Tonia Olisa-Nwoko , SPAA Graduate Assistant |

Minutes**:**

1. Arrivals and pre-meeting review of the Minutes (3:00 – 3:10).
	1. Meeting was called to order at 3:10 p.m.
2. Vote to approve the Minutes from 2/25/19
	1. The minutes were approved without corrections.
3. Report from the Chair
	1. Jon has met with the Provost’s office to explore the next modifications to GVAdvance, which focus on the notifications system (ARSS), and merging this into GVAdvance. Discussion about ways to permit flags in the system to help units know when comments and feedback are available, and if there are concerns that need to be addressed by the unit.
	2. Meeting schedule: move the April 22 meeting (scheduled) to April 8. Website will be updated to reflect this. Please try to have the first reviews completed and noted in the spreadsheet by next Monday, April 1.
	3. Assessing SWS comparably to General Education, the SWS Assessment Plan review is being put on hold, they are moving to a difference review cycle.
	4. For the Future: UAC should consider how to adapt the SP review form, since it is the updates that are reviewed on the 2-year cycle, not the entire SP every two years.
4. Report from the Provost’s Office
	1. Taylor gave the Provost’s Office report, please read the HLC article in the Forum. GVSU passed the HLC visit with flying colors.
	2. Taylor promoted the AALHE conference in Minnesota, deadline is March 27.
	3. Developing workshops for faculty to tell success stories about using student learning outcomes, closing the loop. Taylor is looking for individuals to share their stories. Tentatively planned for the week before classes start, may be tied to the Faculty-Teaching and Learning Conference.
5. Reports from 2018-19 Task Forces (brief progress updates):
	1. Pre-major/Foundational and Service Course Task Force **(Julie)**
		1. Finalizing a document to be shared with units prior to the next Assessment Plan/Strategic Planning cycle.
	2. Co-curricular and Advising Task Force **(Colleen and Joy)**
		1. Sent out a survey, 13 units responded, looking at the data (received earlier today). Will reach out to units that did not yet respond. Information provided looks good and useful thus far.
6. New Business
	1. Definition of “Non-SCO” entities **(attachment)**
		1. Non-SO language versus non-SCO language (strike the word “centered”), makes the intent clearer. Justification for the current list of 9 entities was presented.***A “Non-SCO” entity*** *refers to offices and organizations that that are not typically responsible for providing the kinds of activities, programs, and services that give rise to Student Centered Outcomes.* ***Student Centered Outcomes (SCOs)****, used for co-curricular programs and strategic plans, are the measurable outcomes arising from intentionally designed activities, programs, and services that foster and support student success outside of the classroom environment. Example: Students will have multiple means for accessing career planning information*
			1. Johnson Center does fund some student work, likely assessed through SPNA or other programs interacting with the Center.
			2. Does Civic Learning and Community Engagement have community engagement activities for students? If so, should there be SCO’s? Check with the director. Community Service Learning is part of this unit, and they do have programming with students. If their purpose is to facilitate faculty’s use of service learning, then they would not have SCO’s themselves. If this unit develops content or a course for students, they would have SCO’s that should be assessed.
			3. Kutsche supports student scholars and offers some programming for LIB classes. Chris is planning to reach out to Kutsche to discuss.
			4. Jon will ask Chris Plouff to reach out to the Johnson Center for Philanthropy and the Civic Learning and Community Engagement program’s Community Service Learning Center to see if they are involved at the level of having student-centered outcomes. Members note that this organization is under the Office of Student Life and Event Services, and seems to focus mostly on coordination with faculty, students and the community.
		2. The committee vote at the last meeting was to remove these entities from Assessment Reporting. The means we should also not review their Strategic Plans, since UAC’s job description in the Faculty Handbook is to focus on units that have student outcomes.
		3. New entities have always been and continue to be added to the UAC review cycle through the collaboration between UAC Chair and the SPAA Office of the Provost as needed.
	2. Breakout into review team meetings to work on W19 reviews
		1. Broke into groups at 3:48.
	3. Review team progress updates
		1. Please identify one member in your Team who will email Jon when your Team’s work is done.
7. Adjourn

**Small group assignments – revised for W19**

**Pre-major/Foundational Taskforce, Co-curricular and Advising Taskforce (\*), Taskforce chair (c)**

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| **Team 1** | **Team 2** | **Team 3** |
| (16) Greg Schymik-PCEC-CIS | (15) Anne Sergeant-SCB-Acct | (14) Sonia Dalmia-SCB-Econ |
| (16) Rachel Peterson-HON (Lib.Stu) | (15) Sue Harrington-KCON | (15) Scott Berlin-CCPS-SoSW |
| (17) Haiying Kong-CLAS-Comm | (18) Chris Pung-PCEC-SoE | (16) Regis Fox-CLAS-Eng |
| (18) Faye Yang-CLAS-Comm | (18) Saleem Mohommed-COE-L&T | (18) Libby MacQuillan-CHP-AHS |
| *(--) Unfilled CLAS Seat* | (18) Tina Yalda-CCPS-CJ | (18) Wei Gu-COE-T&L |
| *(18) Andy McDonough-Grad Stu* |  |  |

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| **Team 4** | **Team 0** (special circ., 2nd rev) | **Team 6 – Stu. Services + Library** |
| (16) Charles Lowe-CLAS-WRT | (12) Julie Henderleiter-CLAS-CHM**(c)** | (15) Mike Saldana-CHP-Advising**\*** |
| (17) Carolyn Shapiro-Shapin-CLAS-HST | (13) Jon Hasenbank-CLAS-MTH | (16) Joy Gianakura-SCB-Advising**(c)** |
| (18) Brian Philips-CLAS-Socio | (16) Susan Cleghorn-CHP-OT | (17) Colleen Bailey-ResLife**(c)** |
| (18) Al Sheffield-CLAS-MTD | (17) Kristin Meyer-UL | (18) Kelly McDonell-BCOIS/HON**\*** |
| (18) Paul Carlson-CLAS-MTD |  | (18) Susan Mendoza-OURS**\*** |
|  |  | *(--) 6th Stu. Services Rep. (TBD)* |
|  |  | *(18) Holly Neva-UGrad Stu* |