

Memorandum

To: Felix Ngassa/UAS

From: Julie Henderleiter, Chair, UAC

Subject: Revision to Essential Committee Work, in reference to MEMO 1188-2020

Date: September 24, 2020

cc: Lisa Surman-Haight

During the week of September 14, Chris Plouff corresponded with GVSU's HLC liaison regarding assessment reporting requirements under our current circumstances. The information received indicated that institutions are able to suspend normal assessment reporting during these times provided there is: (1) a strong rationale for the suspension and (2) a plan in place to resume assessment.

I presented this option to UAC at an emergency meeting on September 21. The committee agreed that a suspension of regular UAC-required assessment reporting in GVAdvance was warranted, due to increased faculty teaching loads in atypical circumstances coupled with the upcoming Self-Study process to take place during Winter 2021. Our expectation is that normal assessment reporting will resume in Fall, 2021.

It is important to note that this recommendation does not pertain to programs with external accreditation as HLC guidance does not represent programmatic accreditors. It is advised that programs with external accreditation continue to assess student learning outcomes in accordance with the guidance from their accrediting bodies. In addition, both General Education and Supplemental Writing Skills require assessment in courses; both have been informed of UAC's decision, but UAC respects their decisions regarding assessment requirements and this recommendation does not represent their decision.

We request a REVISION to the Essential Committee Work (provided below). The REVISION is to REPLACE item 2.a.i with "Units are allowed to pause UAC-required assessment reporting in GVAdvance for Fall 2020 and Winter 2021. Units are welcome to enter data and UAC will review any data entered, but units are not required to enter data for Fall 2020 and Winter 2021. Assessment reporting will resume as normal in Fall 2021. Units will not be expected to go back and enter assessment data for Fall 2020 or Winter 2021."

1. Meeting plans: UAC will meet as normally scheduled, alternating Mondays from 3:00 – 5:00 via Zoom. We will meet on Sept 14, 28; Oct 5, 19; Nov. 2, 16, 30.
2. Items to be addressed this year include:

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- a. Review of assessment reports for those units with reports due Aug, 2020 (reviewed Fall 2020) and review of assessment reports for those units with reports due Dec, 2020 (reviewed Winter, 2021).
 - i. NOTE-units are asked to report on a very limited number of Student Learning Outcomes during 2020-2021. This reporting decrease will be communicated to chairs and assessment leads in early August. With an HLC mid-term report scheduled for Fall, 2022 and no guidelines yet from HLC, we feel it prudent that some level of Assessment Reporting continue this year.
 - b. Provide guidance to units on responding to the Self Study prompts in GVAdvance in light of the covid-19 pandemic. Self-studies are currently scheduled for completion by units during Winter, 2021, pending advice from the President's Office.
 - c. Provide assistance for the mid-term HLC report, as requested.
3. Items that will be deferred until 2021-22 include:
- a. Enacting the recommendations of the UAC Pre-major and service task force
 - b. Enacting the recommendations of the UAC Co-curricular and Advising (CC+A) task force
 - c. Strategic plans will not be reviewed for 2020-2021.