

## UAC Special Charge Log #1101-2019

The Co-curricular and Advising Assessment Task Force reviewed the recommendations from 2018-2019. Based on the upcoming release of Reach Higher 2025 and individual unit strategic planning as well as pending leadership changes, the task force requests that the recommendations be paused until summer 2022. Additionally, with current discussions regarding the changing model of advising and creation of a chief student affairs officer, recommendations implemented now will perhaps need to be revisited once this is completed. It is advised by the task force that a pause will allow for structural and directional changes to take effect to make recommendations that will accurately address assessment of student learning and advising.

### **Enact the recommendations of the 2018-19 UAC co-curricular and advising task force**

Current Plan: Recommendations regarding shifting deadlines for CC+A Units for the AR (to July 1) and to modify UAC feedback prompts to make them more inclusive were enacted Fall, 2019.

Recommendations regarding clearer instructions to CC+A Units and improved communication with CC+A staff and administrators will be enacted Summer-Fall, 2020.

Recommendations advocating for professional development and funding for professional development require further discussion, exploration of resources, and support from the Provost's Office for completion. These will be pursued Fall, 2020 and Winter, 2021.

- (1) Recommendation 1: consider shifting deadlines for CC+A units to better match their schedules. Moving AR to June 20 or July 1 is an appropriate shift. Moving the timeframe for Strategic Planning will be discussed once there is direction from the President's Office as to the format and timeline for SP. *(AR deadline shifted in GVAdvance in Fall, 2019; SP deadline will shift pending decisions from the President's Office).*
- (2) Recommendation 2: modifications to the feedback form prompts to focus less on courses. UAC feedback forms now **specify Student Learning/Centered Outcomes and Assessment of online/hybrid programming (if applicable)**. *(Text updated Fall, 2019)*

The following recommendations will be enacted during the 2020-2021 year:

- (3) Recommendation 3: Request CC+A Units populate the Context for Assessment field to provide context and to define and document their assessment timeline. This will be helpful in reviewer's feedback and provides flexibility to each unit. *(Chair will request this in August when communication to all Units goes about regarding AR for fall 2020 and winter 2021).*
- (4) Recommendation 4: UAC should provide guidance specifically for CC+A units about what their Assessment Reports should include. Examples during training and resources through the UAC website or other resource sites would be helpful. *(Chair will work on web resources specifically for CC+A during Fall, 2020).*
- (5) Recommendation 5: Advertise to CC+A staff and administrators that there is a system within GVAdvance for identifying who is involved in assessment reporting each year, and units are expected to help UAC/SPAA keep the list up-to-date so that notifications get to the correct

people. Currently, it is common that the person needing information about assessment does not get the reminders. *(Chair will work on with Provost's Office over Summer and Fall, 2020)*

- (6) Recommendation 6: UAC/SPAA should provide guidance in situations where there are competing obligations for assessment reporting for advising centers (and other non-academic units) in terms of who is requesting particular information and where it should be stored. Example: Some student-centered outcomes (SCOs) are placed in GVPlan as part of a college-level planning initiatives, but the common shared advising SCOs are housed in GVAssess. *(Chair will work with advising centers and other non-academic units for placement of SCOs).*

The recommendations below will continue into 2021-2022

- (7) Recommendation 7: Formal training should be offered each year for CC+A staff who are involved in assessment. Currently most of the training received is informal. Examples may include: BlackBoard Training/ Website. Offer training from UAC/SPAA in May and December or aligning training with reporting deadlines.
- (8) Recommendation 8: Advocate for expanded opportunities for CC+A appointees to attend assessment conferences, building on and formalizing current processes. Recognize that funding sources for professional development specifically related to assessment are often limited in CC+A units.
- (9) Recommendation 9: Continue to discuss how we can shift from a check-the-box mindset to one that views assessment as a practice that adds value to the work of the unit? The value-added mindset needs to encompass all of Grand Valley.