

Zoom: Please request a link from the chair, uac@gvsu.edu

2023-24 UAC Members

<p>Brooks College of Interdisciplinary Studies (1) <i>unfilled position</i></p> <p>College of Education & Community Innovation (2) Raymond Higbea, Comm Leader & Devel (23-26) Wei Gu, Teaching & Learning (21-24)</p> <p>College of Health Professions (2) <i>Libby MacQuillan, Sch. Interdisc. Health (21-24)</i> Martina Reinhold, Physician Assist. Stu. (22-25)</p> <p>College of Liberal Arts and Sciences (11) Richard Besel, Communications (23-26) Caitlin Callahan, Geology (23-24) Charles Ham, Classics (23-26) Jon Hasenbank, Mathematics (23-26) Julie Henderleiter, Chemistry (21-24) chair Maja Krcmar, Physics (23-24) Christopher Kurby, Psychology (23-24) Zsuzsanna Palmer, Writing (23-26) Joel Potrykus, Visual & Media Arts (23-24) Christine Smith, Psychology (22-25) <i>unfilled position, W24</i></p> <p>Kirkhof College of Nursing (1) Sylvia Mupepi, College of Nursing (21-24)</p> <p><i>(bold, in attendance; italics, notified absence)</i></p>	<p>Padnos College of Engineering and Computing (2) Farid Jafari, School of Engineering (W24) Kruttika Sutrave, School of Computing (W24)</p> <p>Seidman College of Business (2) Suzanne Benet, Marketing (24-27) Joe Little, Marketing (21-24)</p> <p>Service Unit Representatives (6) Andy Beachnau, AVP Student Affairs (22-25) <i>Brian Bossick, Career Devel. Services (22-25)</i> Colleen Bailey, Housing & Res. Life (23-26) Amy Campbell, Recreation & Wellness (W24) Susan Mendoza, CUSE (21-24) Mike Messner, Director SSP, SASC (21-24)</p> <p>University Libraries Representative (1) <i>unfilled position</i></p> <p>Student Senate Representatives (2) (1-year terms) Undergraduate: <i>TBD</i> Graduate: <i>TBD</i></p> <p>Ex Officio (Office of the Provost): Sean Lancaster, AVP for SPAA Phuong Vo, Assessment and Accreditation Specialist Kathy Wilson, Graduate Assistant</p>
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Agenda:

- 1) Arrivals and pre-meeting review of the Minutes (3:00 – 3:05). Minutes taken for full meeting via Zoom, teams please take minutes when you meet.
- 2) Approval of minutes from 2/19/2024 (attachment).
 - a) Higbea moved to accept the minutes from the 2-19-2024 meeting, seconded by Sylvia. Motion passed.
- 3) Report from the Chair.
 - a) Notification for the resumption of assessment planning went out to non-externally accredited programs. Email went to Deans, ADs, program leads, and unit heads. Thanks to Phuong for providing the list of contacts. The chair has fielded a few questions about the new process. The announcement in *Lakers Today* may result in more questions.
- 4) Report from the Provost's Office.
 - a) Lancaster noted that the announcement in *Lakers Ready* may have confused some of the externally accredited programs. Henderleiter plans to reach out to externally accredited programs that have been approved by Team 2 for process 2 shortly to let them know that the next thing they will have due is an executive summary.

- 5) New Business.
- a) Revisit the UAC planning and reporting policy_11-19 version (UAC Google Drive)
 - i) Palmer had questions about clarifying UAC's 2-year review versus communicating the desire for programs to upload information annually. Formal reflections are expected biennially.
 - ii) Hasenbank noted current language on the UAC website about 6-10 core SLOs. We have stepped away from this requirement. Programs need 2 SLOs or SCOs, at a minimum for programs, certificates and stand alone badges. Emphases need 1 SLO/SCO.
 - iii) Henderleiter will revisit the UAC website and update to clarify.
 - iv) Hasenbank and Palmer noted language concerns, UAC should use "report" carefully so it is clear to programs what is due to UAC and when. UAC encourages programs to upload assessment data according to their assessment calendar and full reports biennially, all into GVAssess.
 - v) Hasenbank had questions about matching the language in this document with what has been requested, but not yet built, in GVAssess.
 - vi) At this point, the discussion was tabled. Henderleiter will revisit the request to the GVAssess programmer and check it against the table.

 - b) Update from Team 2, externally accredited programs
 - i) Most programs who answered the Qualtrics survey are eligible for Process 2.
 - ii) One co-curricular/service program is not externally accredited, but federal funding has significant reporting requirements, including review by an external body. The committee, with input from Lancaster, discussed items from that program, and agreed that Process 2 was likely appropriate. Lancaster will follow up. There are other federally funded programs that may need to be considered, UAC consensus was to allow federally funded programs to reach out to UAC to discuss exemptions, not for UAC to seek them out.
 - iii) Henderleiter requested that Team 2 provide guidelines showing how the programs were evaluated so that the guidelines can be used going forward.

 - c) Discuss review process for assessment plans
 - i) Discussion of the review process for assessment plans. Hasenbank referenced past discussion to have review documents match GVAssess. Since GVAssess is not available, UAC should try to use past rubrics.
 - ii) Henderleiter noted that the current assessment plan templates are not complex. Some areas are yes/no. UAC will provide feedback to programs, stock language is needed. Following the template is likely the best strategy.
 - iii) Hasenbank provided a link to the old assessment report review rubric and recommended splitting it into a review form for the assessment plan and a second one for the assessment report (aligned with GVAssess, once available).
 - iv) Henderleiter suggested focusing on whether SLOs/SCOs are clear and specific, looking for information about the assessment tools programs plan to use, the calendar, and the curriculum map when provided, and providing feedback on these items. Looking for coherence. Looking for comments about assessing across all modalities (in person, hybrid, etc). Reminders about items such as these can be built into the stock language used for feedback.
 - v) Henderleiter recommended having Teams 3 and 4 look at the previous rubric and editing it from there, based on the current assessment plan templates.
 - vi) Mendoza recommended a separate form for co-curricular/service and academic programs.
 - vii) Henderleiter recommended adjourning to small groups (Teams 3 and 4) for discussion and creation of a review form for the assessment plans currently being written using the CMS form and UAC templates.

6) Adjourn

- a) Mendoza motioned to adjourn, motion was seconded. The meeting adjourned to breakout rooms for Teams 3 and 4 to draft assessment plan feedback forms.

Winter Meeting Schedule-Full Committee Meetings

~~January 22~~

~~February 5~~

~~February 19~~

~~March 11~~

March 25

April 8

April 15 (if needed)

Team Assignments (tentative)

Team 1-Online	Team 2-Ext. Accred.	Team 3-Academic	Team 4-Co Curr.	Team 5-Bylaws
Hasenbank Vo Palmer	Higbea Bossick Benet Jafari (for Kandalaft) MacQuillan Little Mupepi Lancaster Reinhold Potrykus	Besel Smith Sutrave (for Schymik) Wilson Gu Kurby Krcmar	Messner Beachnau Wilson Callahan Mendoza Campbell (for Harmon)	Bailey Palmer Ham