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### 2024-25 UAC Members

<p><b>Brooks College of Interdisciplinary Studies (1)</b> Andrew Schlewitz, Area &amp; Global Studies (24-27)</p> <p><b>College of Computing (1)</b> Greg Schymik, Computing Info Systems (22-25)</p> <p><b>College of Education &amp; Community Innovation (2)</b> Raymond Higbea, Comm Leader &amp; Devel (23-26) Wei Gu, Teaching &amp; Learning (24-27)</p> <p><b>College of Health Professions (2)</b> Libby MacQuillan, Sch. Interdisc. Health (24-27) Azizur Molla, Sch. Interdisc. Health (Fall 2024)</p> <p><b>College of Liberal Arts and Sciences (11)</b> Richard Besel, Communications (23-26) Charles Ham, Classics (23-26) Jon Hasenbank, Mathematics (23-26) Julie Henderleiter, Chemistry (24-27) chair Zsuzsanna Palmer, Writing (23-26) (sabbatical) Christine Smith, Psychology (22-25) <i>unfilled position</i> <i>unfilled position</i> <i>unfilled position</i> <i>unfilled position</i> <i>unfilled position</i></p> <p>(bold, in attendance; <i>italics, notified absence</i>)</p>	<p><b>Kirkhof College of Nursing (1)</b> Julie Bekius, College of Nursing (24-27)</p> <p><b>Padnos College of Engineering (1)</b> Nabeeh Kandalaft, Comp. &amp; Electrical (22-25)</p> <p><b>Seidman College of Business (2)</b> Suzeanne Benet, Marketing (24-26) Joe Little, Marketing (24-27) (return W25)</p> <p><b>Service Unit Representatives (6)</b> Colleen Bailey, Housing &amp; Res. Life (23-26) Melissa Baker-Boosamra, Student Life (24-27) Brian Bossick, Counseling Ctr (22-25) Kate Harmon, AVP Student Affairs (24-27) Susan Mendoza, CUSE (24-27) Mike Messner, Director SSP, SASC (24-27)</p> <p><b>University Libraries Representative (1)</b> <i>unfilled position</i></p> <p><b>Student Senate Representatives (2) (1-year term)</b> Undergraduate: <i>TBD</i> Graduate: <i>TBD</i></p> <p><b>Ex Officio (Office of the Provost):</b> Sean Lancaster, AVP for SPAA Phuong Vo, Assessment and Accreditation Specialist Ruth Yeboah, Graduate Assistant</p>
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#### Agenda:

- 1) Arrivals and pre-meeting review of the Minutes (3:00 – 3:05). Minutes taken via Zoom.
- 2) Approval of minutes from 10/7/2024 (attachment).
- 3) Report from the Chair
- 4) Report from the Provost's Office
- 5) New Business
  - a) Discussion, Process 2 reporting
    - i) Frequency of executive summaries due to UAC, annual or biennial like other programs
    - ii) Procedure for renewal of Process 2. Programs have a wide range in the frequency of external accrediting body visits and frequency of reporting to external accreditors. Programs may report to external accreditors/site visits every 2 – 10 years. What policy does UAC want to set to manage this? Initially, UAC planned to ask programs to reapply for Process 2 the semester after an external review. Is this tenable? Is that what UAC wishes to enforce?

- b) At our 9/23 meeting, a question came up about asking programs to report all SLOs/SCOs. UAC stepped back from this in terms of reporting when the new process was designed. The new process focuses on a “2+” model for reporting. Discussion about this decision, as the university resumes assessment planning and reporting, is meaningful. Some things to consider include:
  - i) Will programs benefit from being asked for a comprehensive list of SLOs/SCOs? Will UAC benefit?
  - ii) Should UAC suggest a range for a “desired” number of SLOs/SCOs for programs? What is a reasonable range?
  - iii) Should programs provide some sort of assessment calendar for all SLOs/SCOs? How far into the future should such a calendar extend? Do programs have to commit to this calendar?
  - iv) Is there a concern about programs reporting the same SLOs/SCOs for many cycles? Is this acceptable if the program is making progress towards a benchmark or threshold? What if a program notes that progress is satisfactory, but the program continues to assess the same SLOs/SCOs repeatedly? Is this a concern? What is a meaningful response from UAC if this is a concern?
- c) Reporting schedule
  - i) UAC has traditionally kept to a 2-year cycle for reporting, so ¼ of university programs report each academic semester. Is there a reason to change this?
  - ii) How does UAC want to schedule reporting? Co-curricular has requested reporting due July 1—most of these programs do not follow academic calendar. Does UAC then spread out academic programs to balance the workload? Will Process 2 programs and programs that report fully be spread between fall and winter, or is there another distribution that makes sense?
  - iii) When should the first assessment reports be due? Options include:
    - (1) First set of reports due at the end of Winter 2025 semester (reports submitted by May 15 or July 1, 2025) for review in Fall 2025
    - (2) First set of report due at the end of Fall 2025 semester (reports submitted by Jan. 15, 2026) for review in Winter 2026

- 6) Adjourn to small groups
- 7) Adjournment

### **Fall Meeting Schedule-Full Committee Meetings**

~~September 9~~

~~September 23~~

~~October 7~~

October 14

November 4

November 18

December 2