Visitors please request a Zoom link from uac@gvsu.edu

2024-25 UAC Members

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

Agenda:
1) Arrivals and pre-meeting review of the Minutes (3:00 – 3:05). Minutes taken via Zoom.
2) Approval of minutes from 10/14/2024 (attachment).
    a) The Minutes from 10/14/24 were approved.

3) Report from the Chair
    a) Henderleiter will share a draft of the midyear report for UAS for the next meeting.
    b) I.T. is archiving all classic Bb organizations, including UAC's. Please bookmark the Ultra version, named *University Assessment Committee (UAC)-Ultra version*. All files have been moved over. The structure has been preserved to the extent possible.

4) Report from the Provost's Office
    a) Lancaster announced an upcoming assessment conference on January 10th, with a call for presentations to be sent out soon.
    b) Lancaster also discussed the challenges of assessing interdisciplinary minors, particularly those in Brooks College, and the need for creative solutions to meet HLC obligations. Henderleiter added indirect measures for assessment, such as advising and documentation of student planning, are appropriate.
5) New Business

a) Process 2 reporting, discussion of draft policy memo (attachment)
    i) The committee discussed the draft Process 2 policy, dates were adjusted and a few minor edits made.
    ii) Schymik suggested that executive summaries be submitted annually.
    iii) Henderleiter confirmed that the summaries would be reviewed by the respective teams.
    iv) MacQuillan suggested providing guidelines and a template for programs to ensure they include all necessary information.
    v) Discussion arose around the reapproval timeline. Discussion of various options took place, the committee settled on requesting programs approved for Process 2 to reapply for this status after two UAC review cycles, or 4 years, unless there are significant changes to expectations related to collecting, analyzing, and acting on SLOs/SCOs. Programs will be asked to comment on changes from external accreditors regarding SLOs/SCOs when they report.
    vi) Hasenbank raised a question about the reapproval process. Henderleiter clarified that the original approval process involved tracking the information in Qualtrics. The team that reviewed the original Process 2 requests agreed that the form itself wasn't too onerous for the people filling it out, and it was timely with the process. Programs can reapply for Process 2 continuation through the same process.
    vii) The committee will review the memo and prepare to edit/vote on it at the 11/18 meeting.

b) Review, request of units to provide more comprehensive list of SLO/SCO, see minutes from 10/14. Does the committee want to set policy?
    i) No discussion on this item.

c) Vote, reporting deadlines for all programs will be: August 1 and January 21
    i) Discussion focused on the August 1 deadline, as programs that have robust summer offerings and a Fall reporting date will find this challenging. September 1 was proposed, the complication with later is that it provides UAC with less time to begin their review work in Fall.
    ii) Programs can request extensions, this was deemed an acceptable option.
    iii) The committee approved the August 1 and January 21 deadlines for assessment planning/reporting going forward.

d) Updates from review groups, how are reviews progressing?
    i) Reviews are progressing. Please send final comments to Henderleiter so that memos can be written to programs.

e) Discussion about re-setting the reporting cycle took place. UAC currently has no place to collect assessment reports. Henderleiter is hesitant to communicate a new reporting schedule with no information about where and how reporting will happen.
    i) Discussion about the feasibility of using Bb for assessment reporting took place. There are issues relating to communication and restrictions for entering participants. In GVAssess, unit heads can add faculty and staff to the system for reporting, editing, and reading functions. All changes in Bb will need to go through the UAC chair and/or Bb. Higbea noted Bb capacity issues and limitations (file storage capacity).
    ii) The CMS has no feedback mechanism, and access to it is limited. It does not meet the needs of UAC.
    iii) Lancaster noted that GVPlan does not provide the functionality needed, other options are being explored.
    iv) Schymik suggested Microsoft Teams, Henderleiter noted there are accessibility issues with Teams.
    v) Lancaster and Vo will follow up with Brian regarding GVSS system status

6) Adjournment
    a) The full meeting was adjourned and small groups met, as needed.

Fall Meeting Schedule-Full Committee Meetings

~~September 9~~	~~September 23~~	~~October 7~~	~~October 14~~
~~November 4~~	November 18	December 2	

Next steps