University Assessment Committee   Time: 3:05 p.m. – 5:00 p.m.
Meeting Date: November 18, 2024   Room: Zoom

GRAND VALLEY
STATE UNIVERSITY

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 11/4/2024 (attachment).
3) Report from the Chair
   a) Meeting dates for Winter, 2025: January 13, 27; February 10, 24; March 10, 24; April 7
   b) Review teams, please send rubrics to Henderleiter by 5 pm Monday, December 2 so that she can work on memos to programs and get those sent out prior to the new year.

4) Report from the Provost's Office
   a) Assessment Conference, Friday January 10, 8 am – 1 pm. Important links:
      i. To register for the conference: https://www.gvsu.edu/spaa/cms-form-edit.htm?formId=DB35930D-F71C-A713-9CAB84895DC56C1C
      ii. To submit a proposal: https://www.gvsu.edu/spaa/cms-form-edit.htm?formId=E51AE892-BBD8-B6ED-C74149103CBDBCD0
   b) Vo followed up with the GVAssess programmer about GVAssess. Our programmer has time scheduled to work on GVAssess this coming week, hopefully we will have a status report at the end of the week with a possible launch date.

5) New Business
   a) Process 2 reporting, discussion and vote on draft policy memo (attachment)
      i) The policy memo was approved with the edits made at the last 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) Discussion centered around asking programs to provide a comprehensive list of SLOs/SCOs, formatted like many curriculum guides we have seen in SAIL.
      ii) Schymik noted that programs should have a list of SLOs/SCOs that address the key learning or other outcomes. Programs should be able to identify where they Outcomes are introduced/reinforced/assessed, and they should communicate this with UAC. Programs can report them to UAC on a schedule that makes sense to them, focusing on the most important ones first.
      iii) Harmon noted that some service programs seem to have struggled with the suggestion of 2 SLOs/SCOs and put too much into their SLOs/SCOs. Providing direction about developing a schedule for all SLOs/SCOs would be helpful, particularly to programs with new directors who may benefit from thinking about prioritizing Outcomes.
      iv) Henderleiter will draft a policy statement, with input from Schymik, for the committee to discuss in January.

   c) Review Mid-year report for ECS/UAS, discuss and revise, vote if appropriate (attachment)
      i) A draft of the ECS/UAS mid-year report was circulated. A few clarifications were made to the document.
      ii) A functional assessment system is needed for UAC to complete its work.
      iii) Schlewitz asked about the bylaws charge. A brief discussion of the bylaws item took place, new members were unaware that there was a small group working on bylaws prior to this semester, so edits are well underway. Henderleiter will provide access to the latest work from that small group prior to our first meeting in January to bring members up to speed and finalize our bylaws recommendations to ECS/UAS.

6) Adjourn whole group meeting, small groups to continue as needed.
   a) Please plan to CANCEL the December 2 meeting unless critical business emerges this week. Communication and updates will take place via email in preparation for the January 13, 2025 meeting.

Fall Meeting Schedule-Full Committee Meetings

September 9	September 23	October 7	October 14
November 4	November 18	December 2 - CANCELLED	