



University Assessment Committee

Minutes

Wednesday, September, 19, 2018

4:00-5:00pm

Bailey Hall Room 1036

www.valdosta.edu/uac

Mission Statement

To foster an environment of continuous improvement in student learning and provision of services to the VSU community through the use of active, ongoing, and constructive assessments.

Members Present: Michael Black, Peggy Moch, Michael Holt, Terence Sullivan, Sudip Chakraborty, Pepper Croft, Hanae Kanno, Natalie Kuhlmann

Members Absent: Niki Turley, Yvonne Landers, Aubrey Fowler, Michele Blankenship, Deborah Robson, Jane Kinney

Dr. Black called the meeting to order at 4:04pm.

I. Introduced Members for 2018-2019

Academic Affairs

Michael Black, Director of
Institutional Effectiveness and UAC Chair

President's Division

Pepper Croft, Information Technology

Student Affairs

Niki Turley, Associate Dean of Students

University Advancement

Vacant

Finance & Administration

Yvonne LeRoy-Landers, Associate to the Vice President

College of Science & Mathematics

Peggy Moch, Professor of Mathematics and UAC Co-Chair

Sudip Chakraborty, Associate Professor of Computer Science

College of Humanities & Social Sciences

TBA*

Langdale College of Business Administration

Aubrey Fowler, Professor of Marketing



University Assessment Committee

Minutes

Wednesday, September, 19, 2018

4:00-5:00pm

Bailey Hall Room 1036

www.valdosta.edu/uac

College of the Arts

Deb Robson, Associate Professor of Communication Arts

College of Nursing & Health Sciences

Michele Blankenship

Dewar College of Education & Human Services

Natalie Kuhlmann, Director, Program Assessment, Analytics & Evaluation

Hanae Kanno, Associate Professor of Social Work

Odum Library

Michael Holt, Assessment Coordinator & Associate Professor

Student Success

Terence Sullivan, Assistant Director, Student Success Center

General Education Council Representative

Vacant

Ex Officio

Jane Kinney, Professor of English & Catalog Editor

*After the September 19th meeting, we learned that Dr. Fanhoe Nie, Assistant Professor of Sociology, will represent the College of Humanities and Social Sciences. Welcome Dr. Nie.

II. Approved April 23, 2018 minutes

Copies of April 23rd minutes were distributed and approved as presented. They will be posted on the UAC website (<https://www.valdosta.edu/administration/university-assessment-committee/schedules-minutes.php>).

III. Discussed UAC Service to the University

UAC members assist our institution by improving assessment reporting procedures as well as evaluate the assessments themselves to ensure that departments are collecting meaningful data and using it for continuous improvement of their programs.

- Regional accreditation requires institutional commitment to the concept of quality enhancement through continuous assessment and improvement.

SACSCOC Standard 7 and 8

- 7.1. The institution engages in ongoing, comprehensive, and integrated research-based planning and evaluation processes that (a) focus on institutional quality and



University Assessment Committee

Minutes

Wednesday, September, 19, 2018

4:00-5:00pm

Bailey Hall Room 1036

www.valdosta.edu/uac

- effectiveness and (b) incorporate a systematic review of institutional goals and outcomes consistent with its mission. (Institutional Planning)
- 7.3. The institution identifies expected outcomes of its administrative support services and demonstrates the extent to which the outcomes are achieved. (Administrative effectiveness)
 - 8.2. The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results in the areas below:
 - A. Student learning outcomes for each of its educational programs. (Student outcomes: educational programs)
 - B. Student learning outcomes for collegiate-level general education competencies of its undergraduate degree programs. (Student outcomes: general education)
 - C. Academic and student services that support student success. (Student outcomes: academic and student services)

IV. Shared activities occurring since last meeting (April 23, 2018) with UAC members:

- Institutional Effectiveness relocated in June 2018 to Powell Hall East Suite 2230. We will be in this location until March 2019 and then will relocate to West Hall.
- A former committee member, Lynn Minor, retired 08/01/2018. Best wishes to her.
- Our former recorder, Pat Rozier, is currently working in the CELT (102 Georgia Ave.) until her retirement paperwork is finalized.
- Received the last remaining 2016-17 IER (Admissions Office) on 08/02/2018.
- VSU's Policy Administration transferred from Internal Audits to Institutional Effectiveness (June 21, 2017). In August 2018, released a new system called PolicyTech to help track institutional policies. See www.valdosta.edu/policies
- Watermark acquired LiveText and Digital Measures (Summer 2018).
- Individual assessment consultations with units: Political Science, Music, CELT, Advising, Extended Learning, Adult and Military Programs, and Modern and Classical Languages (P. Moch).
- Offered two working sessions on Preparing the IER and IEP (Aug. 30 and Sept. 5, 2018).
- Attended presentation by USG Executive Vice Chancellor Tristan Denly (Aug. 23, 2018). Video of presentation is posted in Blazeview for campus to see.
- Michael Black was asked to chair the Comprehensive Administrative Review Data Interpretation Subcommittee (Fall 2018).
- A committee is looking into purchasing a new course evaluation system to replace our current SOI Portal (Fall 2018).
 - N. Kuhlmann asked about GOML students participating.

V. UAC Business and Plans for Year 2018-2019

- Dr. Black asked for the committee's interest in participating in the Survey of Assessment Culture (handout).



University Assessment Committee

Minutes

Wednesday, September, 19, 2018

4:00-5:00pm

Bailey Hall Room 1036

www.valdosta.edu/uac

- After looking at the three survey instruments available for faculty, administrators, and student affairs professionals, the committee believed those surveys were too extensive for our internal purpose. Instead, it was suggested we make our own survey and distribute using Qualtrics.
- Our Committee has never done a full survey of our campus to check the pulse of our assessment on campus. H. Kanno suggested to repeat the survey in three years so we could measure improvement.
- Members recommended questions which asked the extent of involvement with assessment (active participant, aware but not involved, somewhat involved), time status (full time, part time), and to have the definition of assessment at the top of the survey.
- The business for the October meeting will be to determine the questions for our internal survey which we could distribute in November.
- Michael Black will attend SACSCOC Class of 2021 Reaffirmation Orientation in December 2018.
- Continue to promote meaningful assessment practices throughout the institution.
- Review IERs and IEPs.
 - Memo requesting IERs and IEPs was distributed to campus August 3, 2018.
 - As those come in, M. Black will begin saving and sorting them for the committee's review.
- Other committee business?
 - T. Sullivan and M. Holt offered to host a spring 2019 UAC meeting at the library so that committee members can see the renovations for the Academic Support Center.

VI. Announcements/Workshops

- Applications are being accepted for the 2018-19 VSU Leadership Academy (<https://www.valdosta.edu/administration/finance-admin/employee-development/certificate-programs/leadership-academy.php>)
- USG RACEA Fall 2018 Meeting, October 17, 2018 at Middle Georgia State University. Let M. Black know if you would like to attend. There is no registration fee.

So far, Michael Black and Terence Sullivan are registered to attend and will represent VSU.

- **Digital Measures Introduction**
 - September 19, 2018 2:00pm, Odum Library New Media Center 1370
 - October 16, 2018 1:30pm, Odum Library New Media Center 1370
 - November 12, 2018 11:00am, Odum Library New Media Center 1370
 - December 5, 2018 2:30pm, Odum Library New Media Center 1370
- VSU SkillPort - <https://valdosta.skillport.com/skillportfe/main.action#whatshappening>
- **Upcoming Meetings/Conferences**



University Assessment Committee

Minutes

Wednesday, September, 19, 2018

4:00-5:00pm

Bailey Hall Room 1036

www.valdosta.edu/uac

The 2018 Assessment Institute - Indianapolis, IN

October 21-23, 2018

<http://assessmentinstitute.iupui.edu/>

VII. UAC Meeting Schedule for Fall 2018 - Dates, times, and location(s):

Friday, October 26, 2018

10:00-11:00

Powell Hall East Suite Room 2230

Monday, November 26, 2018

3:30-4:30

Powell Hall East Suite Room 2230

VIII. Adjournment

The meeting adjourned at 4:55pm.

Minutes typed by Michael Black, 09/25/2018.