



University Assessment Committee
November 18, 2014 Minutes
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Date: November 18, 2014

Time: 9:00-10:00 AM

Location: Nevins Hall Room 1060C

Members present: Dr. Michael Black (Chair), Dr. Byron Brown, Mr. Michael Holt, Mr. James Holland, Mr. Marc Kaiser, Dr. Jane Kinney, and Dr. Lynn Minor

Members absent: Mrs. Melinda Cutchens, Dr. Ray Elson, Dr. Hanae Kanno, Dr. Jerry Merwin, Dr. Peggy Moch, Mr. Shawn Phippen, and Dr. Christy Coons-Yates

Others present: Ms. Pat Rozier

Dr. Michael Black (Chair) called the University Assessment Committee (UAC) meeting to order on Tuesday, November 18, 2014 at 9:10 AM. We were unable to use West Hall Room 118, so the committee re-convened in Nevins Hall Room 1060C.

Approval of Minutes

- Distributed October 23, 2014 minutes. The minutes were approved with a minor correction and will be posted on the UAC website.

Business and Information Items

- Distributed a copy of the President's Annual Report to those individuals who had not received one by mail. The layout and content of the report fully align to our Strategic Plan.
- Relayed that the Strategic Planning Committee requested a high-level summary of goal progress by all VSU units. We will prepare a summary in the spring.
- Received **161 of 175 (92%)** of Institutional Effectiveness Reports and Plans. Contacted the following 14 units to obtain missing reports:
 - International Studies Minor, CAS Dean's Office, CONHS Dean's Office, My Friend's House, Graduate School, OSPRA, Alumni Relations, University Advancement, Health Promotions, Athletics, Communications, Legal Affairs, Social Equity, Information Technology
- Reviewed several IEPs and IERs as a group to assist new committee members. Emphasized the level of detail needed in order for the feedback to be most helpful and constructive.
- Requested committee members complete reviews by November 30 so that feedback can be sent to all units in December.
- Asked UAC members to respond to a doodle poll to determine the Spring Semester 2015 meeting schedule.

There being no other business, the meeting adjourned at 9:58 AM.