University Assessment Committee
January 30, 2017
Minutes
www.valdosta.edu/uac/

Time: 10:00-11:00 AM
Location: West Hall 118

Members present: Dr. Michael Black, Mrs. Melinda Cutchens, Dr. James Holland, Dr. Hanae Kanno, Dr. Jane Kinney, Mrs. Natalie Kuhlmann, Dr. Peggy Moch, and Dr. Deborah Robson

Members absent: Dr. Byron Brown, Dr. Sudip Chakraborty, Dr. Ray Elson, Mr. Michael Holt, Mr. Marc Kaiser, Dr. Christy Yates, Mr. Brandon Mainer, and Mrs. Niki Turley

Others present: Ms. Pat Rozier

Dr. Michael Black (Co-Chair) called the University Assessment Committee (UAC) meeting to order at 10:00 AM

November 16, 2016 minutes. The minutes, with corrections, were approved and seconded.

Business

IERs and IEPs Reviews – Committee members' reviews are due by February 1, 2017. The committee asked to extend the due date to February 15 which was agreed by all. Dr. Black asked for committee members to identify reports worthy of recognition as Assessment All Stars.

Dr. Black informed the committee that following units are still working on IERs/IEPs:
Enrollment Services:	Admissions and Financial Aid
President's Area:	Legal Affairs, Social Equity, Institutional Research, and Athletics
Academic Affairs:	Extended Learning
Arts & Sciences:	Dean's Office
Nursing:	MSN, BSN, and CONHS Dean's Office
Arts:	BFA Art Teacher Education and COA Dean's Office

Assessment long-range planning – A copy of the Department of Mathematics' 5-year assessment plan was distributed. The plan included many items such as the course, measure, and the responsible assessment chair. The UAC encourages departments to create long range plans for IERs/IEPs to eliminate the rush and uncertainty at the beginning of each academic year.

Syllabi Audit – We will start on the Audit of Spring syllabi after completion of the IER/IEP reviews.

E-portfolios – A department is interested in beginning e-portfolios. Committee members shared what their programs may be doing in this area. Such as potentially storing artifacts in Googledocs/Googlesites, Kaltura, and D2L.

COEHS was using Livetext but most COEHS programs have discontinued e-portfolios.

Programs need to ensure that artifacts for e-portfolios are stored using password protection.

One issue is that students need to be trained to save work/papers throughout their major programs for use in the capstone course.

Sites that students can use:
- **Purple Briefcase** –going live in February 2017. Career Opportunities will send information out to students.
- **MeritPages** – used to push out announcements and to create online résumés. It is not a portfolio, but can put weblinks.

UAC Plans for Year 2016-17

Month	Meeting Topic	Continuing Work
January 30	Send IER/IEP feedback training / presentation	Evaluate reports and submit in Qualtrics
February 27	Send IER/IEP feedback training / presentation	Evaluate reports and submit in Qualtrics
March 22	Assessment All Stars	Syllabi Audit
April 26	Lunch meeting Chair election Annual Report	
May – August	No Meetings	

Announcements/Workshops

In March 2017, we will do the Assessment All-Stars.

The SACSCOC Annual Meeting will be held in Dallas, Texas for December 2-5, 2017. Information is available on the website: http://sacscoc.org/meeting.asp

Dr. Black distributed a handout on *Equity and Assessment: Moving Towards Culturally Responsive Assessment (2017, January)*. It is also available at the following link: http://learningoutcomesassessment.org/documents/OccasionalPaper29.pdf

Introduction to Digital Measures – Pine Hall Room 107
       January 4, 2017   10am - 11 am
       February 2, 2017   3pm - 4pm
       March 7, 2017   11am – 12pm
       April 3, 2017   2:30pm - 3:30pm

Digital Measures for Advanced Users – Pine Hall Room 107
       January 31, 2017   2pm - 3pm
       March 1, 2017   10am – 11am

2017 Assessment Institute in Indianapolis, IN October 22-24, 2017
To submit a proposal, go to: http://assessmentinstitute.iupui.edu/program/proposals.html
For more information, please consult website: http://www.assessmentinstitute.iupui.edu
or contact us at phone: (317) 274-4111 or email: planning@iupui.edu
Please consider submitting a proposal on or before the priority deadline of **March 10, 2017**.

Association for Institutional Research (AIR) 2017 Annual Forum:
AIR Annual Forum will be held in Washington, DC on May 30-June 2, 2017. More information is available at website http://forum.airweb.org/2017/pages/home

If interested in attending the Assessment Institute or AIR, please let Dr. Black know.

SACSCOC Onsite Visits – Dr. Black gave a "Thank you" to two VSU faculty members who are representing VSU by sharing their time and knowledge by participating on a SACSCOC Onsite Visit in Spring 2017.
    COEHS Faculty Nanci Scheetz (Jan. 2017)
    COAS Faculty and UAC member Jane Kinney (Mar. 2017)

UAC Meeting Schedule for Spring 2017
February 27	10:30 – 11:30am	West Hall 118
March 22	2:30 – 3:30pm	West Hall 118
April 26	12:00 – 1:00pm	West Hall 118

There being no more business, the meeting adjourned at 10:50 AM.