

THE UNIVERSITY OF SOUTHERN MISSISSIPPI
University Assessment Committee Meeting
March 6, 2007
12:15 – 1:05 p.m.
Union Room H

Members Present:

Lue Bell, Patricia Biesiot, Denise Brown, Desmond Fletcher, Stanley Hauer, David Hunt, Kathryn Lowery, Kathy Masters, Steve Moser, Jodi Pettazzoni, Beth Richmond, Russ Willis

Non-members Present: Tulio Sulbaran

I. Call to Order

Patricia Biesiot called the meeting to order at 12:20 p.m.

II. Review of the assessment plan statuses, presented by Kathryn Lowery.

Kathryn reported that 91 academic and 11 administrative assessment plans have had no activity in them since the fall 2006 deadline. Thus, no updates have been made to those plans since the Institutional Effectiveness staff met with them. That translates into 10 academic and 11 administrative offices with no activity.

- Additional programs have had no activity, but those areas have contacted IE to let them know they intend to work on them revised assessment plans.

There are 64 revised academic plans uploaded to WEAVE and 37 plans are currently being worked on. Thirty-eight administrative plans are complete; 10 are being worked on.

Institutional Effectiveness held 69 academic and 56 administrative meetings. Those involved 89 academic and 69 administrative key contacts.

Examples of improved measures for academic and administrative areas were presented to the UAC.

Discussion was raised about what to do about areas that are not editing their plans. Jodi asked for advice on how to address this.

- Tulio Sulbaran, a faculty member from Construction Technology who attended the meeting, advised going through the “structure that is in place,” by contacting deans, Provost, Vice Presidents, etc. and having them enforce the request for improvement.

III. Proposed Assessment Calendar Changes

Discussion turned to defining a new assessment cycle that will better allow program faculty to collect data, analyze it, define actions, and implement improvements. It was IE’s suggestion that assessment reports and plans be due on the same date, to demonstrate that the assessment process is a continuous cycle. (Assessment plans are a product of assessment report results.)

- Administrative representation thought that the proposed cycle, which has reports and plans due on July 31 of every year, would work well for the administrative areas.
- The alternative calendar for those units that do the bulk of their data collection during the summer would have a due date of September 30 of every year.
- Academic feedback indicated that having a plan due in the middle of the summer (as proposed to the committee) is not going to work, because most faculty are not on campus. It was suggested that academic assessment plans could be in place for two years, with

data collection and report writing occurring annually. Academic assessment plans would be revised biannually and action plans would be developed biannually, at the end of the spring term to accommodate all faculty.

- Annual Reports, including analysis and reporting on that cycle's action plan(s), would be written annually, documenting continuous improvement in the program.
- This suggestion needs to be revisited by the UAC.

IV. Other Business

Dr. Sulbaran presented three of his ideas.

- He indicated that faculty had not received good instruction on creating assessment plans, and therefore have not bought into the process.
- He recommended that IE understand the accreditation cycle of the departments.
- He also said that the University Assessment Committee needs to define how it assesses itself, and make that known.

UAC members asked that the Spring 2007 UAC meeting schedule be disseminated as soon as possible. Because the agenda for Spring 2007 is quite extensive, the UAC will meet the following Tuesdays: March 27; April 3, 10, 17, 24; May 1.

V. Adjournment

Meeting adjourned at 1:05 p.m. The next meeting will be March 27, 2007 at 12:15 in McCain 203.