THE UNIVERSITY OF SOUTHERN MISSISSIPPI  
University Assessment Committee Meeting  
April 17, 2007  
12:15 – 12:55 p.m.  
McCain Library 203

Members Present:  
Patricia Biesiot, Denise Brown, Donna Davis, David Duhon, Stanley Hauer, Jim Henderson, David Hunt, Sherry Laughlin, Kathryn Lowery, Jodi Pettazzoni, Bill Powell, Beth Richmond, Russ Willis.

I. Call to Order  
Patricia Biesiot called the meeting to order at 12:15 p.m.

II. Approval of Minutes  
Minutes from April 3, 2007 were approved.

III. Vote on the Proposed Assessment Calendar/Cycle.  
The Committee voted unanimously to approve the proposed assessment cycle.

IV. Assessment Handbooks  
Institutional Effectiveness asked that the committee support the development and use of two Assessment Handbooks, one for the Academic programs and one for Administrative units. The committee agreed to endorse the principle of the Assessment Handbooks.

The documents will remain “live,” with content evolving as assessment and policy evolve at The University of Southern Mississippi. The University Assessment Committee entrusts decisions and production of the contents to IE.

V. Criteria for assessment of emphasis areas within academic degree programs; Criteria for Administrative Units, Centers, and Institutes  
An incomplete list of Centers and Institutes derived from the USM Web site was presented to demonstrate the perceived inconsistency of centers and institutes required and not required to submit assessment plans. Discussions lead to the request of IE to produce a more complete list, including hierarchy and descriptions. IE would also draft a proposal for Academic Program and Administrative Unit Assessment Plan/Report Submission Requirements.

VI. Adjournment  
Meeting adjourned at 12:55 p.m. The next meeting will be May 1, 2007 at 12:15. Location to be determined.