

**The University of Southern Mississippi**  
**University Assessment Committee Minutes**  
**October 29, 2014**

The University Assessment Committee (UAC) met at 12:00 p.m. on October 29, 2014, in the International Center, Room 318, with Susan Hart, Chair of the UAC, presiding.

The following voting members were present: Ramesh Bettagere, Brigitte Burgess, Phil Carlan, Matthew Casey, Kenny Christensen, Elizabeth Haynes, Susan Hart, Ann Marie Kinnell, Joohee Lee, Vijay Patel, Mary Ann Parrish, Michelle Pendergrass, Joe Peyrefitte, Jennifer Regan, Douglas Rust, Marek Steedman, Yen To, Donna Valestro, David Walker, Mark Waymire, and Kathy Yadrick

The following non-voting members were present: Kathryn Lowery (Director of Institutional Effectiveness) and Bill Powell (Associate Provost)

The following guest was present: Julie Howdeshell (Director of Quality Enhancement)

*1.0 Call to Order, Adoption of Agenda, and Review of Minutes*

Susan Hart, Chair of the UAC, called the meeting to order, welcomed the membership to the first meeting of the year, and asked members to introduce themselves. The agenda and minutes were approved by the membership.

*2.0 Committee Liaison Reports*

Faculty Senate – No Report

Council of Chairs – No Report

GEC – The BTLE, an exam used to meet the computer competency requirement in some degree programs, is no longer required for teacher licensure and will no longer be administered by the College of Education and Psychology. The IC3 can be used as an alternative.

GECAC – Ann Marie Kinnell reported that the review of periodic assessment reports is underway.

QEP – The QEP Research and Design Team held its first meeting October 28 and will be designing the action plan for the University's new QEP, Eagles Engaged: Golden Opportunity through Active Learning.

Staff Council - Dr. Vinzant will be the guest speaker at the upcoming meeting on November 6.

*3.0 Old Business*

Update on program level student achievement outcomes

Based on information provided at a peer evaluator training hosted by SACSCOC, evaluators are instructed to look for program outcomes. In 2013-14, degree programs were required to include program level student achievement outcomes. Some degree programs utilized program outcomes prior to the requirement and are still noting these as student learning outcomes rather than program outcomes. Changes to the rubric may be needed given the requirement of program level outcomes.

*4.0 New Business*

Administrative Unit Assessment Report Review Schedule and Assignments

Administrative reviewers will receive a Dropbox invitation. If you are new in this role, please meet with Kathryn Lowery for a training session.

#### Academic Program Assessment Report Review Schedule and Assignments

November 3 – First phase assessment reviews due

November 4 – Reviews distributed to second phase reviewers

December 5 – Second phase assessment reviews due

For the second phase review, determine if you concur or do not concur. If you concur, add comments as needed. If you don't concur, complete a second rubric. On second page of form, please report commendations for reporting sections and copy comments from first reviewers so departments will see all comments. Departments do get the rubrics back as part of the review.

Mark inadequate if program outcomes are missing even if all student learning outcomes are good.

Asterisks indicate that findings must be separated. It should also be clear as to the time periods for which the data were collected. Action plans are required this year as part of the two year cycle. Older action plans should not be marked as "planned" but "in progress."

There is a rubric for certificates. Program outcomes are not required for certificates.

Two key differences from last year are that program objectives are required and levels of rigor must be distinguished for advanced degrees. If there are no advanced degrees, leave this blank.

#### Topics to Address for the Upcoming Year

SACSCOC is now requiring a student achievement website. The strategic plan is being finalized and institutional effectiveness will need to align with the strategic plan. The SACSCOC Compliance Report is due in September 2015. Also, last year the UAC voted that programs not achieving a rating of adequate or higher will be required to develop a plan for improvement. This new policy will begin being implemented this year.

#### 5.0 Meeting Adjourned

There being no further business, the meeting was adjourned.

Upcoming meetings are scheduled as follows from noon to 1 p.m. in the International Center Room 318 unless otherwise noted:

- November 19, 2014
- January 28, 2015
- February 25, 2015
- March 25, 2015
- April 22, 2015 - Assessment Showcase – Location TBA