

**The University of Southern Mississippi
University Assessment Committee Minutes
November 19, 2014**

The University Assessment Committee (UAC) met at 12:00 p.m. on November 19, 2014, in the International Center, Room 318, with Kathryn Lowery, Director of Institutional Effectiveness, presiding in the absence of the chair of the UAC.

The following voting members were present: Brigitte Burgess, Matthew Casey, Kenny Christensen, Elizabeth Haynes, Michael King, Ann Marie Kinnell, Sarah Mangrum, Vijay Patel, Mary Ann Parrish, Joe Peyrefitte, Douglas Rust, Chris Sirola, Marek Steedman, Yen To, Donna Valesstro, David Walker, and Mark Waymire

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*

Kathryn Lowery, Director of Institutional Effectiveness, called the meeting to order. The agenda and minutes were approved by the membership.

2.0 *Committee Liaison Reports*

Academic Council –

Graduate Council -

Faculty Senate – No Report

Council of Chairs – No Report

GECAC – Ann Marie Kinnell reported that the review of periodic assessment was complete and that departmental chairs and their respective deans will be receiving feedback from the committee in the next few weeks.

GEC –

QEP – The QEP Research and Design Team met November 13. Departments will be receiving a survey at the beginning of the spring semester regarding gateway courses and experiential learning.

Staff Council –

Student Affairs Assessment –

3.0 *New Business*

Academic Program Assessment Report Review Schedule and Assignments

Kathryn Lowery asked UAC members to consider adopting a new line on the Review of Reviews form noting that the report would receive an adequate rating with the addition of a Student Achievement Objective. Student Achievement Objectives were a new requirement for 2013-2014 Assessment Plans, but some units that have traditionally had strong assessment reports may have inadvertently not included it. This would provide the units the opportunity to add the needed information. After a brief discussion, Liz Haynes made a motion to include the new line and give the units the opportunity to add the information. Marek Steedman seconded the motion. The UAC voted to approve the statement.

Kathryn Lowery noted that the committee members did an excellent job on the phase one reviews and that, as a result, the second phase should be much easier. As a reminder, second phase assessment reviews are due December 5. For the second phase review, reviewers should determine if they concur or do not concur with the first phase reviewer. If they concur, comments should be added as needed. If the reviewer does not concur, a second rubric should be completed. 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.

Administrative Unit Assessment Report Review Schedule and Assignments

Administrative Members were asked to remain after the meeting for a quick UAC review tutorial.

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:

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