

## Meeting Minutes – April 26, 2017

*Present: Drs. Todd Brown, Debbie Pace, Mark Sanders, Louise Stoehr, Courtney Wooten; Mr. Jonathan Helmke, Mr. Scott Shattuck, Ms. Joann Black*

Dr. Pace opened the meeting at 4:00.

Approval of Minutes: Minutes from April 7, 2017, meeting were approved and will be posted on the UASC website.

Updates:

- The provost offered to fund one half of the expenses for two council members to attend the SACSCOC Institute in July. However, the conference registration is now closed. We will request similar funding for the annual conference in December.
- A recommendation regarding appointment of a “faculty at large” council member will be deferred until additional decisions are made regarding the structure of the Office of Student Learning and Institutional Assessment (OSLIA).

Response to current draft of guiding principles and structural recommendations:

- Dr. Pace, Dr. Sanders and Mr. Helmke met with the provost, Dr. Tareilo, Ms. Sharon Brewer and Mr. John Calahan to discuss the council’s draft guiding principles and structural recommendations for the OSLIA.
- The current drafts were shared with the Faculty Senate on April 12<sup>th</sup>. During this meeting, one suggestion was to add a third faculty fellow to the proposed plan. This third position might focus on non-academic assessment or analytics and could provide balance in these staggered three-year positions. Another suggestion was to host one or two assessment conferences each year to share practices with other institutions.
- Dr. Pace has discussed the council’s suggestions with the department chairs in the College of Sciences and Mathematics and Dr. Sanders will be presenting the information at the Chairs Forum next week.
- The council members noted that there would need to be a clear understanding of the responsibilities of the other OSLIA positions and those of the proposed faculty fellows.
- Other input and questions posed by faculty included the possible role of the Center for Teaching and Learning and the role of student engagement in the assessment process. The council agreed that student engagement is important and discussed various avenues for promoting it.

Additional discussion:

- In reference to student engagement, Dr. Brown mentioned that student focus groups have proven to be a very beneficial source of information in the College of Business. He added that this indirect measure has also been helpful in clarifying the meaning of results from some of their direct measures.

Next steps:

- The council will request a meeting with the provost to get additional clarification regarding the future structure of the OSLIA.
- Dr. Wooten agreed to develop an edit to the current draft that will include reference to student engagement; in future discussions the council will consider whether or not to include such a revision in the final draft of the guiding principles.

Next scheduled meetings: May 12 at 3:00pm

Meeting adjourned at 5:00pm.