

University Assessment Steering Council
February 25, 2016
Minutes

Present: Dr. Todd Brown, Dr. Anjum Najmi, Dr. Jannah Nerren, Dr. Debbie Pace, Prof. Scott Shattuck, Dr. Louise Stoehr, Dr. Robert Szafran

Dr. Stoehr was welcomed to the council as a new member, representing Faculty Senate.

The council reviewed the minutes from the February 8th meeting and accepted with recommended edits.

Communication and Transparency Discussion:

- All council members agree that a webpage with all meeting agendas, meeting minutes, and recommendations is a necessity.
- The council should be the primary source for faculty to communicate about broad assessment issues.
- A comment box, as well as the council roster and contact information will be made available on the council webpage
- Transparency and two-way communication is critical to the work of the council.

Composition of Committee and Procedural Guidelines Discussion:

- A draft council description document was disseminated as a working document. The council recommended changes to the document for presentation to Dr. Bullard for approval.

Other Discussion:

- The UASC sees its role as a steering council for assessment practice and policy rather than compliance issues.
- The UASC sees the Office of Student Learning and Institutional Assessment as the procedural body, and the UASC as a voice for faculty and recommendation making.
- Broad faculty concerns should go to the UASC.
- The UASC will seek clarification of the responsibilities of the Core Curriculum Assessment Committee (CCAC) and the Core Curriculum Advisory Committee (CCAC) to better interpret how the three groups can best function together.
- The UASC also seeks clarification of how individual college assessment relates to the work of the UASC.
- The UASC does not seek to assume management roles for assessment compliance, but rather recommendation and decision-making.

- In the event of assessment concerns, the UASC will communicate to appropriate college leadership or respective assessment committees, and allow the appropriate chain of command to work to solve the issue.
- Should communication with college Deans or appropriate assessment committees prove ineffective in enacting change, the UASC would like to then take the matter to the Provost.
- The UASC sees its key role as looking at the assessment system as a whole, listening to faculty concerns, and making recommendations to the Provost about changes if and when they are needed.
- The UASC seeks accurate interpretation of the THECB rules.
- The UASC would like to invite representatives from other universities to provide details of their institutions' assessment schemes to allow us to learn first-hand about alternative models.
- The UASC seeks to streamline the assessment system and not impose on students. It is concerning that reports from students indicate that students are opting to enroll in core courses at community colleges.
- The UASC seeks to promote meaningful assessment of that which faculty cares about – student learning.
- The UASC seeks to be the steering body, not a compliance driven body.
- If a recommendation is made to the Core Curriculum Assessment Committee and denied, faculty can bring it to us.

SACS 5-Year Report Discussion:

- Items from the Office of Student Learning and Institutional Assessment were disseminated.
- The council will review the materials and discuss at the next meeting.

Discussion of Suggested Readings:

- Reading materials are available through the library, and have been ordered for the council by notable assessment author George Kuh.
- Council members are encouraged to subscribe to the NILOA newsletter

Action steps prior to next meeting:

- Prof. Shattuck will ask at Chairs Forum if they want to elect someone.
- Dr. Nerren will seek out committee description for Core Curriculum Assessment Committee.
- The committee will review the set of recommendations from the Associate Deans Forum prior to the next meeting.
- Dr. Nerren will send out revised minutes and council description document, and upon approval will send the council description to Dr. Bullard for approval.
- The council will complete a scheduling poll to establish a meeting within one week.
- Dr. Nerren will begin creation of a council webpage.