



**University Assessment Committee**  
**April 23, 2015 Minutes**  
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**Date:** April 23, 2015

**Time:** 10:30 - 11:30 AM

**Location:** West Hall Room 118

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**Members present:** Dr. Michael Black (Chair), Dr. Byron Brown, Mr. Marc Kaiser, Dr. Jane Kinney, Dr. Jerry Merwin, Dr. Lynn Minor, Mr. Shawn Phippen, Dr. Deborah Robson, and Dr. Sudip Chakraborty

**Members absent:** Mrs. Melinda Cutchens, Dr. Christy Yates, Dr. Ray Elson, Dr. James Holland, Mr. Michael Holt, and Dr. Hanae Kanno

**Guest(s) present:** Pat Rozier

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Dr. Michael Black (Chair) called the University Assessment Committee (UAC) meeting to order at 10:31am. This is the last UAC meeting for 2014-15. Dr. Black thanked the members for their work this year promoting assessment practices in their departments and divisions.

**Approval of February 26, 2015 minutes** – The February 26 minutes were distributed. The minutes, with corrections, was approved. The motion was seconded.

### **Business**

The UAC provided the resource *Using Evidence of Student Learning to Improve Higher Education* to all our academic departments and committee members.

**The Arts and Sciences Assessment Committee met on April 10, 2015.** Dr. Black provided UAC members a copy of the handout of the meeting. They discussed their best practices and ways to make improvements and progress with assessment.

A copy of *Learning Outcomes Assessment: A Practitioner's Handbook* was distributed to committee.

Dr. Lynn Minor discussed the **Council for the Accreditation of Educator Preparation (CAEP)** Accrediting Team visit that was on April 19-21, 2015. CAEP is the commission that was a result of the merger with NCATE and TEAC. VSU was the first institution to go through the new standard for the State of Georgia and first to choose a Transformation Initiative Pathway.

College of Education and Human Services (COEHS) submitted their Self-Study in September 2014. VSU provided 55 pieces of evidence with each piece having 5 responses. In addition, COEHS submitted 39 individual programs to the Georgia Professional Standards Commission for approval. This was a joint visit with the national and state agencies. Preliminary feedback from our off-Site report was received in January 2015. Addendums were received and re-submitted in March 2015.

COEHS provided an orientation and presentation for the Visiting Team Sunday night (April 19). For the onsite visit, the CAEP standards were posted in LiveText for the Visiting teams. The Monday campus visit (April 20), they interviewed Dr. Brian Gerber - Interim Dean, interviewed approximately 197 people, and met with our 4 partner schools (administrators, teachers and any VSU students placed in the schools). The Exit interview was held Tuesday morning (April 21). The Visiting Team recommendations will be presented to the Commission and will look for official notification in October 2015.

Dr. Sudip Chakraborty discussed the **Accreditation Board for Engineering and Technology (ABET)**. Readiness Review was submitted in November 2015; it was approved. We can go ahead and submit the formal application. We are now working on the self-study that is divided into chapters, following the ABET template, to be ready by May 1, 2015 in order to submit the Self-Study by July 1, 2015. The Self-Study will be aligned with the university's, the college's, and the program's missions and goals. We are currently collecting data and program history. All information that is being collected will be stored in electronic format. ABET Campus visit is scheduled for September 21-22, 2015.

### **Other Business**

- Department of Accounting submitted in February 2015, their request for AACSB Accounting accreditation. This will be an additional accreditation for the Accounting program.
- Interior Design program is working to submit the professional accreditation application.
- School Counseling program is also preparing to submit their report for **CACREP (Council for Accreditation of Counseling and Related Educational Programs)** in the Fall.
- Theatre Department had their site visit this past fall.
- **ASHA (American Speech Language Hearing Association)** visit the past fall and turned out very well.
- Student Success Center received accreditation by the College Readiness Learning Association and is now an accredited tutoring center.

Dr. Black discussed the **SACSCOC 5<sup>th</sup> Year Interim Report**. A Committee has been formed and the first meeting will be held April 30. Dr. McKinney will attend and charge the committee to prepare our 5<sup>th</sup> Year Interim Report. We are getting the report together and the Assessment Reports will be a big part and ask about 23 other principles and our Quality Enhancement Plan (QEP). The 5<sup>th</sup> Year Interim Report is due March 15, 2016.

With feedback from UAC members, a survey was created in **Qualtrics for reviewing IER/IEP** for next year's review cycle. Reviewers will be able to respond on survey questions on screens. Once review is completed, form will be sent to Dr. Black. IER/IEP submitters will receive feedback quickly. Pat Rozier demonstrated the Qualtrics survey. A link to the survey will be sent to the UAC members to provide input about the IER/IEP Reviewer survey.

### **Open Discussion**

Discussion of assessment issues – None

Expansion of University Assessment Committee – As members rotate off, it will be suggested to add more members from different colleges. This will be worked on over the summer.

**Nominations for University Assessment Committee Chair 2015-2016** – Dr. Minor nominated Dr. Black to continue as chair of the UAC for 2015-16. The motion was made and seconded for Dr. Black to continue as UAC Chair. Dr. Black thanked the members for the continue support.

University Assessment Committee will not meet over the summer. The next UAC meeting will be in September 2015.

There being no further business, the meeting adjourned at 11:30am.