



The University Assessment Council

Meeting Minutes
April 28, 2015

Present: Ginger Bishop, Ross Bryan, Millie Jackson, Lorne Kuffel, Robin Lawson, Mary Kay Meyer, Kevin Whitaker, Ray White, Javonda Williams, Liza Wilson, Heather Pleasants, Holly Hallmann, Julie McAdams, Jon Acker, Beverly Roskos, Caryl Cooper, Vivian Abbott

The minutes of the March 24, 2015 meeting were approved.

Discussion

The UAC Retreat will be May 22, 2015 from 8 AM – 4 PM in the Birmingham Central Room of the Bryant Conference Center.

Ginger Bishop provided a copy of “Assessment Deadlines and Guidelines,” which are to be posted to WEAVE. A deadline of Oct 1 for assessment plans remains in effect, unless the unit operates on the fiscal year ending September 30. Administrative Units will have a deadline of January 30.

Julie McAdams gave an update of WEAVE. The feature, *Improvements Achieved*, has been turned on. It will allow users to summarize the impact of changes made to improve outcomes. It shows up in the *Improvements Achieved Report*, a six-column table that provides a more succinct report of outcomes, measures, expectations of achievement, results/analysis, improvements achieved, and action plans. Three WEAVE Refresher sessions are planned; one is already full. The other two have participants as well.

Lorne Kuffel gave a report on SOI and SERU. SOI administration is complete for Spring Term. SERU is not going well in terms of student participation. Next year they will try to get it out earlier to help push response rates up.

Jon Acker gave a report on Graduating Senior Survey (GSS) and Advising Survey (AS). Both have a record number of participants with just under 25% response rate for GSS and just over 17% response rate for AS.

Beverly Roskos gave a QEP report. They have had three workshops with over 90 participants and have scheduled more in May. Assessment results are coming in from the pilot program. The first Advisory Board meeting was held. Members were chosen to be on Reflection Scoring Team, Grant Award Team, and Certification Team. Grant applications are due in May. Heather Pleasants reported that the QEP has had a great working relationship with the Capstone Agency.

Kevin Whitaker asked if there were any questions regarding Core Curriculum Oversight Committee? There were none. The CCOC has completed its review of courses for the year.

Heather Pleasants gave a report on Workshopping Assessments. They went very well and were well received. Attendance ranged from 2 to 12 in each session offered. People who attended were eager to go back and take the information that they had learned to their colleagues. Ginger Bishop reported that there had been many individual sessions as well.

Andy Akin gave a report on the OIE Website. The technical development aspect of it is coming along nicely. There is a shell site located at oie.ua.edu. It will go to the UAC first before it goes live.

Ginger Bishop announced that May 15, 2015 is Mary Anne Connor’s last day and that we are looking for a new Assistant Director of IE. We hope to have one in place by August 1, 2015.

Ginger Bishop announced that she had made a change to the Sub Change Policy. If you are converting an existing program to an online program, SACSCOC does not need to be notified. Adding an extension or reconfiguration requires notice to ACHE. If a change requires ACHE approval, the submission needs to begin 12 months prior to implementation.

Meeting was adjourned.



The University Assessment Council

ATTENDANCE

Meeting Date: April 28, 20

College/Division	Member	Signature
ENG	Acoff, Viola	
LAW	Arrington, Claude	Unable to attend/Exams
OIE	Bishop, Ginger	
HON	Bryan, Ross	<i>Ross</i>
CBA	Campbell, Kim	
CIS	Daniels, George	Unable to attend/Conflicts with C&IS Retreat
SA	Hallmann, Holly	<i>Holly Hallmann</i>
LIB	Jackson, Millie	<i>Millie Jackson</i>
CCS	Keene, Donna	
OIRA	Kuffel, Lorne	<i>Here</i>
CHS	Leeper, James	
NUR	Lawson, Robin	<i>Robin Lawson</i>
HES	Meyer, Mary Kay	<i>Mary Kay Meyer</i>
GS	Schmitt, John	Unable to attend/Conflicts with another meeting
OAA	Whitaker, Kevin	<i>KW</i>
A&S	White, Ray	<i>Ray White - here</i>
SW	Williams, Javonda	<i>JAVONDA Wms - here</i>
EDU	Wilson, Liza	<i>Liza Wilson</i>
Support		
OIE	Abbott, Vivian	<i>Viv. Abbott</i>
OIRA	Acker, Jon	<i>Jon Acker</i>
OIE	Akin, Andy	<i>Andy Akin</i>
OIE	Connors, Mary Anne	
OIRA	McAdams, Julie	<i>Julie McAdams</i>
OIE	Pleasant, Heather	<i>Heather Pleasant</i>
QEP	Roskos, Beverly	
Designees/Visitors		
CIS	Cooper, Caryl	<i>Caryl Cooper</i>
	A	

If you cannot attend, please send a designee. If possible, send information in advance to Vivian Abbott, vcabbott1@ua.edu.