



The University Assessment Council

**Meeting Minutes**  
**June 23, 2015**

**Present:** Ginger Bishop, Liza Wilson, Mary Kay Meyer, Robin Lawson, Andy Akin, Viola Acoff, Beverly Roskos, Ray White, Jon Acker, George Daniels, Claude Arrington, Lorne Kuffel, Vivian Abbott

The minutes of the April 28, 2015 meeting were approved.

**Discussion**

Meeting was called to order.

Minutes from prior meeting were approved.

**It was decided to skip the July meeting.**

Andy talked on the themes of the retreat. IE is responsible for strategic planning. Ginger spoke to John Dew, former UA CQI. His job was to consult with the departments and help with Strategic Planning.

Heather Pleasants presented the 2015 Assessment Cycle Support and Communication Plan. By the end of July the OIE will send an email reminding faculty/staff of assessment report due dates. A newsletter is planned for August. The newsletter will have more details about assessment, due dates, training, etc. Ginger asked for WEAVE reports to be marked final when they are ready for review.

Andy gave a website update. Content has been divided into three phases. The test site is expected to be up in a couple of weeks and ready for feedback.

Bev gave an update on the QEP. They have the reflection papers. Committee has reviewed the papers. Evaluation of the student product has not gone well. Then QEP Advisory Committee will meet to see what went wrong with this piece. Money has been sent to the departments of the 108 faculty/staff who went to the workshops. Money should be showing up in a few days. QEP team meeting in the morning to plan when next opportunities will be available.

Chris Coleman has accepted the position of Assistant Director of Institutional Effectiveness. He will start 8/1/2015.

Bev gave an update on the Proposal for the Scholarship for Teaching and Learning. FRC does not offer anything for the pedagogy piece. They only have resources for the IT portion.

A reminder that January 30 is the deadline for units to submit assessment reports and plans if they operate on the fiscal year.

Ginger asked the UAC to talk to Dean's and Department Heads about certificate programs. Implementing a stand-alone certificate that can be obtained without the degree or enrolling in the degree program is a substantive change to be reported to SACSCOC.

**Next meeting is August 25, 2015.**

Meeting was adjourned.

