



The University Assessment Council

Minutes

March 26, 2024

Attendees: Ginger Bishop, Joy Burnham, Chris Coleman, Deidre Leaver-Dunn, Grace Lee, Wilson Lowrey, Joyce Meyer, Michele Montgomery, Albert Pionke, Cecil Robinson, Shae Robinson, Jennifer Roth-Burnette, Tim Salazar, Lance Simpson, Rachel Thompson, Akeisha Young

Zoom: <https://ua-edu.zoom.us/j/89026549480?pwd=V0tuOU0yNzI2dXVvSFE2c2IEUHVTQT09>

- SACSCOC update/[timeline](#)
 - SPRING 2024**
 - External consultant begins review of compliance certification
 - Revise and enter final drafts of all narratives and evidence in the assessment management system
 - Implement and assess pilot QEP
 - SACSCOC Vice President's Advisory Visit (5/7/2024)
 - SUMMER 2024**
 - Complete external and internal administrative reviews
 - Revise and finalize compliance certification as needed
 - Analyze data from QEP pilot; revise QEP as indicated (8/15/2024)
 - FALL 2024**
 - **Submit compliance certification to SACSCOC (9/8/2024)**
 - Nominate QEP Lead Evaluator (10/1/2024)
 - Off-Site Peer Review of compliance certification (11/8/2024)
 - Complete final draft of QEP document
 - Complete all reviews of QEP document (11/15/2024)
 - SPRING 2025**
 - **Complete Focused Report (if applicable) and submit (1/13/2025)**
 - Submit QEP to On-Site Review Committee (1/13/2025)
 - **SACSCOC On-Site Review Team Visits UA (2/24-27/2025)**
 - SUMMER 2025**
 - Response to On-Site Committee (if necessary) (7/1/2025)
 - FALL 2025**
 - Review by SACSCOC Board of Trustees (12/6/2025)

- Importance of next cycle’s assessment reports (2023-24). **In short, we’ll have a very tight turnaround if the off-site team asks us to provide additional evidence related to assessment standards.**
 - As highlighted in the timeline above, UA’s compliance certification (big self-study addressing all standards except the QEP) will be submitted to SACSCOC in early September of 2024. It will be reviewed by the off-site peer review team over the following weeks, with the results available to us in November.
 - We’ll have a chance to address any cited standards in a focused report due January 13, 2025. That timeline is both tight (2 months) and inconvenient (it includes Thanksgiving and winter breaks).
 - On average, over recent years, off-site teams have cited 12-15 standards per institution (hopefully we’ll do better than average). The perennial list of standards “most cited” by off-site teams typically includes:
 - **8.2.a** (assessment of student outcomes in educational programs); and
 - **8.2.c** (assessment of student outcomes in academic/student support service units).
 - Often, to address off-site concerns about assessment-related standards, it’s necessary to provide the most recent available assessment reports from the relevant units (e.g., to demonstrate that they are in fact engaged in systematic, ongoing assessment/improvement of student learning/success outcomes). For us, those will be any 2023-24 assessment reports due in Fall 2024.
 - **To be prepared, we need 2023-24 assessment reports to be submitted on time and with key elements in place** (especially evidence of data-informed efforts to seek improvement in student learning/success outcomes). There simply won’t be much time for intervention with units and revision of reports.

- Due in no small part to the leadership of UAC members over the last 5-10 years, we as an institution produce much more compelling assessment reports than we used to. THANK YOU!!!

- Wilson Lowrey, who is the college-level assessment liaison in C&IS, shared the details of a recent training event he organized for assessment coordinators in his college. Ahead of the one-hour meeting, he paired up ACs from different departments and asked them to complete peer reviews of each other’s Taskstream reports (one report per person) using a simplified review form. The pairs then met to compare notes. At the larger debrief meeting, ACs shared their observations and had the chance to ask questions and receive suggestions from colleagues and OIE. There was also a brief segment on curriculum mapping (why/how we do it). Wilson organizes an event for his folks each semester, and it really helps new ACs feel supported and aware of different assessment strategies/resources. Well done, Wilson!