

**University Outcomes Assessment Council**  
**March 5, 2013**  
**Zuhl Library Conference Room**  
**1:30 p.m. – 2:30 p.m.**

**Members present:** Michelle Bernstein, Judy Bosland, Kathy Brook, Tim Hand, and Shelly Stovall

**Staff present:** Valerie Stuart

**1. Greetings.**

**2. Approval of Minutes:** Minutes from the February 5, 2013 meeting were approved.

**3. Reports/Updates:**

- **CASL-BE** – Tim reported CASL-BE was well represented at the New Mexico Higher Education Assessment & Retention Conference. CASL-BE presented two presentations. The first presentation by Shelly's students showcasing the progress towards the culture of assessment with students at NMSU went very well. The students did an excellent job. Due to a printing error in the agenda, the second presentation had a very low turnout. Other items reported: a) the *Baccalaureate Experience Outcomes Assessment 2011-12 Final Report* will be submitted to the Higher Learning Commission in the near future, b) NMSU's Assessment Academy Team will finalize their involvement during the June meeting held in Chicago. The team will disband after that while CASL-GE continues, and c) Shelly has been sharing the *Baccalaureate Experience Outcomes Assessment 2011-12 Final Report* at department meetings across campus which has resulted in great feedback, and d) Shelly will invite her students to attend the next UOAC meeting.
- **OAC-CAO** – Michelle reported OAC-CAO conducted a training retreat to help new members with the reporting process and answer questions. OAC-CAO is in the process of creating joint electronic reporting forms with IRB. There are several technical issues that need to be resolved before the forms will be ready for implementation.
- **Teaching Academy** – Shelly and Judy met with IRB staff to discuss what designates IRB approval. It was determined if a study is conducted for research purposes, it will need IRB approval. If a study is conducted as an evaluation tool, it will not need IRB approval. The Teaching Academy will hold an IRB discussion session to answer questions and help clarify other issues.
- **AST** – Shelly announced the Peer Review Network (PRN) pilot has been launched and thirteen participants have signed up so far. An announcement has been placed in *Hotline* this week which may encourage others to sign up. Deadlines have been set and the PRN process should be complete by the end of April.
- **ADAC** – Kathy reported ADAC met with the new HLC liaison, Tim Gallimore and discussed issues pertaining to external accreditation, member organization, and default rates to name a few.
- **CASL-GE** – Kathy informed members CASL-GE representative, Julie, was not able to find a replacement to attend this semester's UOAC meetings so will be submitting her reports via email. Kathy will forward Julie's report to members. Shelly also reported the STEM pilot and Tweaking Twain projects will be implemented this month to nine face-to-face and 5 online VWW courses. Reminders will be sent to participating instructors this week.
- **Graduate Council** – No report.
- **Institutional Analysis** – Judy distributed copies of *Assessment Tools from Noel-Levitz* listing surveys conducted by Noel-Levitz. She asked members to review the document and indicate if there is a survey(s) they feel NMSU should participate in from the list.

One suggestion was to look into participating in the Faculty Survey of Student Engagement (FSSE). This will be discussed at the next meeting.

5. **Other:** Judy mentioned she had seen an announcement that the Colleges of Education and Engineering were hiring directors of assessment. She suggested, when these positions are filled, the directors be invited to sit on the council. Members agreed.
6. **Next Meeting:** April 2, 2013.