

# University Outcomes Assessment Council

## RECORD OF MEETING

March 4, 2014

Zuhl Library Conference Room

1:30 p.m. – 3:00 p.m.

**Members present:** Judy Bosland, Teresa Burgin, Greg Fant, Julie Fitzsimmons, Sharon Lalla, and Norice Lee

**Staff present:** Valerie Stuart

**1. Greetings.**

**2. Approval of Record of Minutes – February 4, 2014:**

- Approved.

**3. NMHEAR Reports:**

- Julie announced CASL-GE presented at the NMHEAR conference and attendance was good. Teresa also attended the conference and noticed a lack of administrative perspective sessions. Norice suggested UOAC and/or Institutional Analysis could present at future NMHEAR conferences to help close the assessment loop. Sharon reported that students also attended the conference.

**4. Committee versus Task Force**

- Council members determined UOAC is not a task force. Questions arose regarding the real purpose of the Council: are monthly meetings needed? What is needed? How is communication disseminated to deans and colleges? What are the responsibilities of the Council? These questions and other issues will be discussed with Shelly at the next meeting.

**5. Website Updates:**

- Sharon reported UOAC's membership list has been posted to the Assessment website. Suggestions to post historical data (minutes, membership lists, etc.) and marketing the site as a communication tool will be presented to Shelly, also.

**6. Reports/Updates:**

- **CASL-GE** – Julie reported CASL-GE is administering two instruments, STEM (face-to-face) and the pilot writing project (online), at this time. Calculators are allowed with the STEM project and a subcommittee will develop a version of the STEM project for online administration next year. The scoring session is scheduled for April 11 at the Teaching Academy.
- **Graduate Council** – No report.
- **Teaching Academy** – Sharon handed out a list of upcoming Teaching Academy events for the spring semester.
- **OAC-CAO** – Teresa announced Phase 1 of the reporting cycle has been completed. Members will begin working on Phase 2 and select which unit's will receive the "best practice award." Next year reporting will be handled using WEAVE software.
- **DACC** – No report.
- **IA** – Judy reported the response rate for NSSE is up to 19% as of today. An article appeared in the *Round Up* the day NSSE was launched and she asked members for any advertising suggestions that might help increase the response rate. It was suggested to post an ad on the library feed and send faculty a request to encourage students to participate.
- **CASL-BE** – No report.

- **ADAC** – Norice stated ADAC is looking at cross campus assessment activities, classroom scheduling procedures, distance education coding, standardization of undergraduate minors, how to better utilize classroom space, and a proposed date change to the last day to add a class. She also announced the library staff will conduct an open forum on March 12.
- **AST** – No report.