
UNIVERSITY OUTCOMES ASSESSMENT COUNCIL (UOAC)

Record of meeting

February 3, 2015

1:30 – 3:00 pm.

Zuhl conference room, 225

J. Bosland, T. Burgin, G. Fant, L. Grant, M. Jackson, S. Lalla, M. Mahaffy, C. Reyes, S. Stovall

- Minute approval-approved without changes
- 2015 Conference on Assessment Updates and Assigned Tasks:
Speakers will be sent a vendor questionnaire for distribution of honorarium. S. Stovall will be putting the writing assignment together for the Conference on Assessment. ASNMSU will advertise, create certificates, and do the judging. The writing competition will involve writing a letter to the editor using a prompt from the New York Times. The deadline will be March 6 and the \$500 cash reward is sponsored by ASNMSU and the New York Times. Participants can be any system student. Second and Third place winners will receive \$100 sponsored by the Office of Assessment. Students will be notified that they should follow word-limit requirements or they will not necessarily qualify for the prizes.

Faculty will receive a gift basket for the faculty writing competition judged by a student panel.

The student registration link is on the assessment web page (Per Bosland). No cap was made for enrollment. Judy's group to check everyday to see what enrollment numbers

Communications (Norisse and Mardi), plan out of admin is also. Need to coordinate and should have something this week.

NYTIMES and ASNMSU competition begins and ends early March, \$500 award; Shelly to generate a Googledoc form for data entry.

Poster proposals are due February 13, 2015. S. Stovall will invite those presenting QI posters at NMHEAR to submit poster proposals. Michelle Bernstein will be asked to present "What to expect when you're assessing." Student ambassadors to introduce speakers 25 sessions

. Ambassadors will not be needed for WEAVE and student tracks. Current registration is 23 for the full day, 2 for the afternoon, and 1 for the morning. The number of full-day registrations will determine the number of boxed lunches needed.

1. Tech support for WEAVE (Christina); Greg in DOM, Susana or someone else? Shelly to contact SLeask.
2. Food: Gourmet box lunches have been selected (focus groups for students in TA will have separate lunch and separate timeframe)

M. Lesbock agreed to do photography for the Conference on Assessment. Ucomm will also be notified for photo opportunities. She will not be available for lunch event due to other commitments so we need a ucomm photographer

K. Forsythe would like schedule (including time, location, session title, and presenter) abstracts, bios by mid February for placement in the program. S. Lalla will follow up on the abstracts and S. Stovall will send K. Forsythe the schedule. Abstract word limit will be 50 words. The language for the writing competition and prizes will also have to be drafted and sent to K. Forsythe.

S. Lalla presented the Teaching Academy survey for use at the Conference on Assessment. An additional comments box will be added requesting recommendations for next year. J. Bosland and S. Lalla will work on further refining the evaluations. M. Jackson will get information on data related to evaluations.

A table cloth is in the process of being ordered along with other goodies for conference bags. ASNMSU will provide bags for distribution during registration. Bags will be stuffed on March 12.

Coffee, tea, and water by Sodexo will be at the Domenici Hall all day during the conference.

The BE Rubric will be included in the conference materials, along with a sheet with explanations of the assessment committees at NMSU. Anyone interested in joining a committee will be referred to committee heads.

Committee presentations will include:

AST – PRN (S. Rich)
BE – BE Rubric (M. Mahaffy)
GE – Assessment tool (D. Smith)
OAC-CAO – (TBA)

Shelly asked if anyone from UOAC was willing to attend dinner with speakers Thursday night prior to Friday conference

UOAC Retreat May 20 suggested and confirmed by committee

- Future meetings -
 - Feb. 17: Conf Prep – Small Conference room, Milton Hall 185
 - Mar. 3: Zuhl Library Conference – Rm 225
 - Mar. 10: Final Conference Prep – Zuhl Library Conference – Rm 225
 - Apr. 7: Zuhl Library Conference – Rm 225
 - UOAC Summer Retreat – Tentative Date: Wednesday, May 20