**University Outcomes Assessment Council (UOAC)**

*Record of Meeting*

Tuesday, Nov. 4, 2014

1:30 p.m. – 2:30 p.m.

small conference room, Milton Hall 185

**Action Items:**

- M. Munson-McGee to draft an announcement for Hotline about the First Annual NMSU Conference on Assessment
- M. Munson-McGee will send the SAEM student’s contact information with the intention of having students from both departments collaborate on the creation of a web page and proposal submission form for the COA.
- S. Shelly will coordinate the creation of a web page for the COA.
- M. Mahaffy and N. Lee will work on a draft call for proposals and registrations.

**Attendees:** J. Bosland, G. Fant, J. Fitzsimmons, L. Grant, M. Mahaffy, M. Munson-McGee, N. Lee, S. Stovall

- Approval of October 7, 2014 record of meeting - Approved
- Assessment Day Conference planning (March 13)
  - Conference on Assessment will be a system-wide event, with invitations going to the 2-year campuses to participate.
  - The CFP will go out before the holidays with a January 30 deadline for submission. Review of proposals will occur at the February UOAC meeting.
  - Notice of conference will go out to multiple lists including Admin Council, ADAC, & SAEM

**Draft Matrix**

<table>
<thead>
<tr>
<th>WEAVER</th>
<th>CFPs</th>
<th>Committees</th>
<th>Institutional</th>
<th>Student</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admin</td>
<td>*Institutional College Department Course</td>
<td>GE</td>
<td>Program Review</td>
<td>Writing competition</td>
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<tr>
<td>Training</td>
<td>*</td>
<td>BE</td>
<td>Quality Initiative</td>
<td>Focus group</td>
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<tr>
<td>Training</td>
<td>*</td>
<td>AST (PRN)</td>
<td>*Course-level</td>
<td>Focus group</td>
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<td>Next</td>
<td>*</td>
<td>OAC-CAO</td>
<td>*Academic Assessment</td>
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*To be filled with proposals if possible.