

## Academic Assessment Committee Meeting Minutes

September 10, 2013, 3:00pm—Provost's Conference Room, 239 Tigert

**Present:** Timothy Brophy, Margaret Fields, Joanne Foss, Cheryl Gater, Avia Gridi, Mark Law, Bernard Mair, David Miller, Xin (Cindy) Qi, Alison Reynolds, Marie Zeglen

1. **Welcome:** Tim Brophy opened the meeting and welcomed new and returning committee members, and thanked Joanne Foss for serving as Co-Chair again this year. He discussed the Committee's responsibilities, outlined in the handbooks for 2013-14, and the other materials for their use.
2. **May 14, 2013 Minutes:** Since all members had reviewed the minutes, Margaret Fields moved to approve them, Mark Law seconded, and all voted to approve.
3. **SACSCOC Compliance Report:** Cheryl Gater presented a thorough overview of the SACSCOC Accreditation procedures and the February 18-20, 2014 on-site visit. The slide review is also linked at item 3 on the Agenda of today's meeting on the Fora website. The full Compliance Report is available on the website on the SACSCOC Accreditation site and the Institutional Assessment site.
4. **Analysis of the 2011-12 Assessment data reports in CA!:** Rajeeb Das presented slides of his analysis of the 2011-12 Assessment Data Reports in *Compliance Assist!* He provided documentation of his findings for each member. He will also be sharing his analysis and documents at the September 12<sup>th</sup> meeting for academic SACS Coordinators.
5. **Approval Requests:** Since the Committee gave permission in May to post Academic Assessment Plans to the website as they arrived after the last meeting of 2012-13, the Agenda contains these plans for members' approval. Joanne Foss moved to accept them as a group, Margaret Fields seconded, and members voted to approve the plans.
6. **Other business:** A question on guidance on SLOs arose. The Committee handbooks provide a section with that information.

The 2013-14 Academic Assessment Plans were discussed. The preparers of each will plan will receive a 2013-14 plan based on the 2012-13 plan, for review. They will decide to approve the plans or to revise them. In some cases minor changes, such as members of oversight committee changing, will not need to come before the Committee. Modified plans will be submitted to the Academic Approval Tracking system.

There was no other business, and Mark Law moved to adjourn, Margaret Fields seconded the motion, and all approved.