

Presidential Standing Committee on University Assessment

University Assessment Committee

Authority: The President has the authority to appoint special committees as set forth in *UWG Policies and Procedures, Art. II, Sec. 1(C)(4)*:

“In the implementation of these duties, the President or his or her designee shall” ...
(a) Appoint such special committees as are necessary to advise and assist him or her in planning and administration.”

Based on this authority, as of the date below, I do hereby designate the creation of a standing committee to be called the “University Assessment Committee.”

Background

The University Assessment Team was established in February 2015 by President Kyle Marrero and is comprised of representation from each division of the University. The charge of the committee is to define and establish an assessment structure at the University of West Georgia; define and implement University institutional effectiveness assessment policy and procedures; oversee an annual report to the President documenting the strengths and weaknesses of assessment and institutional effectiveness; ensure compliance with all applicable SACSCOC standards and requirements; and provide support for assessment of goals established within units and divisions that provide a path for success of the University’s 2020 Strategic Plan.

Since its inception, the University Assessment Team has provided guidance on activities related to university assessment, including the completion of University Assessment Policy and Procedures. These procedures instruct all university units that are depicted in the university organizational chart and degree programs recognized by the University System of Georgia’s list of degrees and majors authorized (DMA), are responsible for assessing their unit/program on an annual basis. As the work of the University Assessment Team continued to develop over a two-year time span, it was deemed as beneficial to create a standing committee with a clear charge for its official mission, purpose, and function.

Purposes and Function

The purpose of the University Assessment Committee is to serve in an advisory capacity and provide guidance and recommendations concerning university assessment; ensure compliance with all applicable SACSCOC standards and requirements; examine and provide feedback on university assessment for the purpose of continuous improvement; and oversee the implementation of the University’s procedures as they relate to institutional assessment.

Membership

This committee is a standing committee that shall be authorized in perpetuity or until a time when it is deemed necessary to disband or refresh contributing members. As specified below, the Committee will be comprised of members who are either appointed by the Vice President for the division or by their position title. These members will have full voting privileges. *In the event that the stated chair position is not filled, the committee will be responsible for electing an interim chair until said position can be filled.*

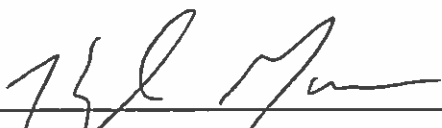
- Director of Assessment, Institutional Effectiveness & Assessment – *Chair*
- SACSCOC Liaison
- President’s Division – 1 member
- Academic Affairs – 2 members
- Business and Finance – 2 members
- Information Technology Services – 1 member
- Student Affairs and Enrollment Management – 1 member
- University Advancement – 1 member
- Chair or other designee, Faculty Senate sub-committee on Assessment
- Chair or other designee, Staff Advisory Council

The following positions or their equivalents will be members of the University Assessment Committee as silent members without voting privileges.

- Assessment Coordinator, Institutional Effectiveness & Assessment

Meetings:

The University Assessment Committee will meet quarterly, or more often as deemed necessary, by the Chair. If a member is unable to attend the University Assessment Committee meeting, the member may defer to a designated delegate to represent said member for the purpose of reporting necessary information. If a member is unable to attend a University Assessment Committee meeting when it is known that a vote will take place, the member may submit their vote in writing to the Chair prior to the meeting. Notice of the meeting will be sent to each committee member by the chair or designee.



KYLE MARRERO, UWG President

Dated: 3/2/18