

Attendance	
EAD 291	T Arrington, R Berg, L Dobbs, R Haight, R Jones, D Mains, D Torres
Zoom	H Anderson, T Barnett, L Hodge, J Liu, K Louis, R Nail, R Nimz, R Seals, C Scott, E Speer, M Wadlington, A White

Topics	
Welcome/Introduction	Dr. Haight called the meeting to order at 10:00 AM and asked all members to introduce themselves.
Key discussions	
UAC Charter	Dr. Haight provided an overview of the Charter to the committee. The committee was put together after the dissolution of APART & CART in order to be more efficient and streamlined the process. The detailed Charter could be found in the UAC Team folder .
Mission Statement	The mission statement on UAC Charter was a working draft. Dr. Haight would like the committee to review and finalize it to ensure it align with all involved.
Assessment Plan Updates	The new process was being worked out. The committee would be asked to review and provide recommendation to finalize it.
Provost Charges	<p>Dr. Haight provided an overview of the following charges from the Provost.</p> <ol style="list-style-type: none"> 1. Institutional Learning Outcome (ILO) Development <ol style="list-style-type: none"> a) Develop ILOs for HSC. <ol style="list-style-type: none"> i. Required for undergraduate programs ii. Should we have ILO for only undergraduates or both undergraduate and graduate? iii. Do these career readiness outcomes match the market? 2. Assessment Policy Review <ol style="list-style-type: none"> a) Review and recommend assessment policy/procedure updates 3. Institutional Assessment Process <ol style="list-style-type: none"> a) Develop a new institutional assessment reporting process that aligns with the needs of the university and academic programs

Topics	
<p>Questions</p>	<p>The following topics were brought by committee members which would be considered for future discussion and to align with the charges.</p> <ul style="list-style-type: none"> • Ways to share reports – would Nuventive allow reports to be shared across units? • Dashboard -- would the dashboard be used to display the learning outcomes? • Curriculum mapping— <ul style="list-style-type: none"> ○ should we look for a universal platform to allow mappings of the learning outcomes or Nuventive was the right tool? ○ should we review all current curriculum mappings across HSC to learn how we should move forward?
<p>Next steps</p>	<ul style="list-style-type: none"> • A poll would be sent out to the group to find the suitable time to schedule a standing monthly meeting • Working groups based on the charges would be created and everyone would be asked to sign up • Finalizing the Mission Statement