

## UNIVERSITY STUDENT OUTCOMES ASSESSMENT COMMITTEE

The overall purpose of the University Student Outcomes Assessment (SOA) Committee is to promote the development of a culture of assessment at the University of Northern Iowa by sharing advice and support for activities from the Office of Academic Assessment and assisting with ongoing creation of increased knowledge of, support for, and commitment to assessment-related issues and activities across campus.

The committee consists of the Director of Academic Assessment and representatives from each college at UN, including the Graduate College, as well as from selected offices and committees identified for their involvement with and interest in student learning outcomes.

### **Functions and Responsibilities**

#### *Advice and Support for the Office of Academic Assessment*

- Serve as a forum for the exchange of ideas and information on assessment practices and policies on the UNI campus and across higher education institutions in general.
- Provide advice to the Office of Academic Assessment on strategies for communicating and disseminating assessment-related information, e.g., data, reports, resources, policies, procedures, projects and project updates.
- Identify faculty, staff, and/or departments that are performing exemplary work in assessing programs, departments, and/or other curricular or co-curricular activities.
- Offer insight into potential sources and incentives for increasing student, faculty, and staff motivation to take an active and thoughtful role in the assessment of student learning.
- Review applications for funding through the Assessment Office mini-grant program and advise the Director of Academic Assessment concerning applications to be funded.

#### *Assistance in Increasing Knowledge, Support and Commitment Across Campus*

- Keep their constituency and the university community in general informed of assessment-related issues and expectations on campus, from the Higher Learning Commission, and within the higher education community across the United States as a whole.
- Raise awareness within their constituency and across campus in general of assessment-related resources, policies/procedures, and reports at UNI.
- Help connect individuals within and across departments and offices who are knowledgeable about assessment.
- Promote and encourage formal and informal conversations and exchange of ideas and information across campus on topics related to student learning and the assessment of student learning.

## **Membership**

The membership of this committee consists of the Director or Academic Assessment and representatives from each of the colleges at UNI, including the Graduate College; representatives from the Registrar's Office, the Office of Alumni Relations, Career Services, Rod Library, ITS Educational Technology, the Office of Institutional Research, the Liberal Arts Core Committee, the Division of Continuing Education and Special Programs; and a student member named by the Northern Iowa Student Government.

Upon term expiration or resignation of a member, a letter shall be sent by the Director of Academic Assessment the appropriate university official for a reappointment or new appointment.

### ***College Members***

Each College at UNI—College of Business Administration, College of Education, College of Humanities and Fine Arts, College of Natural Sciences, and College of Social and Behavioral Sciences—shall have a representative on the Student Outcomes Assessment Committee. College representatives will be named by the Dean of the College. The Graduate College will also have a representative on the SOA Committee, with the representative named by the Chair of the Graduate Council. The Graduate College member may be a member of the Graduate Council or another member of the graduate faculty at UNI.

The term of appointment will be three years, with no limit on the number of times that a College representative may be appointed, at the discretion of the appropriate Dean.

### ***Office/Department Members***

Members of the SOA Committee not representing a College will be the Director of the represented unit or a staff member selected by the Director of the unit. These members will serve indefinite terms and do not have limits on the number of times they may serve.

### ***Liberal Arts Core Committee Member***

The Liberal Arts Core Committee member of the SOA Committee is named by the Liberal Arts Core Coordinator. The term length is three years and can be repeated as long as the representative is a current member of the Liberal Arts Core Committee.

### ***Student Members***

The SOA Committee will have two student members, an undergraduate member named by the Provost and a graduate member named by the Dean of the Graduate College. Student members will serve a one-year term, which can be renewed once for a period of service of two consecutive years of service on the committee.

## **Operation of the Committee**

The SOA Committee will meet three times each semester, with special meetings scheduled as needed to conduct SOA Committee business. The Director of Academic Assessment will call the meetings and prepare the meeting agenda.