Present
Senator: Katy Green (COE), committee chair
Cathi Jenks, Associate Vice President for Institutional Effectiveness and Assessment
Senator: Felix Tweraser (COAH) (substitute)
COE Rep.: Glaucio Scremin
Guest: Dr. Michael Crafton, Provost
Guest: Dr. Nadejda Williams, QEP Coordinator
COSM Rep.: Hannes Gerhardt
LIBR Rep.: Shanee Murrain
Guest: Denim Grzesik, President of the Student Government Association
Sean Madden, Criminology
RCOB Rep.: Jim Burton

Meeting called to order at 2:00 PM

Action Items:
A) Approval of the last meeting’s minutes:
   ○ [https://docs.google.com/document/d/1ccTN0SMWY_6e4FVOFsuLLbGTK6lKvNO_S3fdruOSz8E/edit?usp=sharing](https://docs.google.com/document/d/1ccTN0SMWY_6e4FVOFsuLLbGTK6lKvNO_S3fdruOSz8E/edit?usp=sharing)
   ■ Minutes approved

Information Items:
A) Review 5th year interim report committee structure
   ○ Presented by Dr. Cathi Jenks
      ● SACSCOC 5th year interim report due in 2020
• Discussion centered around the people, committees, and units best suited to handle the different sections of the SACSCOC 5th year interim report

• SACSCOC standards that need to be addressed and recommended committees, units, or people to address each standard.
  ○ 5.4 Qualified admin/acad officers: Senate Rules Committee
  ○ 6.1 F-T Faculty: Senate Faculty Development Committee
  ○ 6.2b Program faculty: Senate Faculty Development Committee
  ○ 6.2c Prog. coordination: Dean’s Council
  ○ **8.1 Student Achievement**
    ■ Dr. Cathi Jenks recommended that our IPC committee address this principle
  ○ 8.2a Student Outcomes and Educational Progress: Academic Assessments Committee
    ■ Only looks at learning - change from previous standard
    ■ Provides evidence of seeking improvement - change from previous standard
  ○ 9.1 Program Content: Program Coordinators
  ○ 9.2 Program Length: Program Coordinators
  ○ 10.2 Public Information: Senate Budget Committee
  ○ 10.3 Archived Information: IEA, University Archives
  ○ 10.6 Distance Education: UWG Online
  ○ 10.7 Policies for Awarding Credit: Senate Academic Policies Committee, PLA, CALV, ESC (paragraph on policies for shared governance)
  ○ 10.9 Cooperation Academic Agreements: Provost Office
  ○ 12.1 Student Support Services: Senate Student Affairs Committee
12.4 Student Complaints: Senate Student Affairs Committee, Office of Community Standards
13.6 Fed/state responsibilities: Financial Aid
13.7 Physical Resources: Senate Facilities and Information Technology Committee - Brendan Bowen
13.8 NEW principle—Institutional Environment: Senate Facilities and Information Technology Committee, Chief of Police Thomas Saccenti, Michael Nelson, CDI, Counseling, Jill Hendrix, Matt Jordan (Greebel, Bike Share)
14.1 Publication and Accreditation Status: IEA and SACSCOC Liaison
14.3 Comprehensive Institutional Review: Provost Office and UWG Online
14.4 Representation to Other Agencies: Specialized Accreditation Liaisons and SACSCOC Liaison

B) QEP Discussion

Presented by, Dr. Nadejda Williams
i. Improve writing skills at the core level
   • Writing skills are assessed via the random sampling of 300 papers in QEP designated core courses
     ○ Scored with universal rubric
   • 12 people assess random sampled papers
   • Conclusion up until this point: students still need help with writing
   • Tweaks for next year
     ○ Random sampling from sophomore core courses for comparison with freshmen QEP designated courses.
   • Recommendations
     ○ Involve more stakeholders
       ■ Rethink designated QEP course sequence
• Many QEP courses taught by adjuncts who don’t know much about the QEP or are not invested in the program
• New QEP planning phase starts in 2021

Additional Items:

A) Concerns or recommendations for new business or action items
   ○ SACSCOC updates from Cathi Jenks
B) Set next meeting dates (will be conducted by Doodle Poll)
C) Elections for a new committee chair (2018-2019)
   ○ Next committee chair is: Senator: Felix Tweraser (COAH), 2020

Meeting Adjourned at 3:18