MEMORANDUM

UNIVERSITY OF SOUTH ALABAMA

September 30, 2014

TO: Angela Coleman (Chair)
Jim Connors
Debra Davis
Russ Hardin
Krista Harrell
Ellen Harrington
Vaughn Millner
Gordon Mills
Cecelia Martin
Kelly Peters
Kim Peterson
John Steadman
Julio Turrens
Andrzej Wierzbicki

FROM: Tony G. Waldrop, President

SUBJECT: University Assessment Advisory Committee

This will serve as your appointment to the University Assessment Advisory Committee for the 2014-15 academic year. Dr. Angela Coleman will serve as Chair and will call meetings.

The committee has four charges:

1. To be a knowledgeable point of contact for their division/unit regarding information about institutional effectiveness.
2. To review assessment data and provide guidance regarding the extent to which the University is progressing towards its goals and the continued appropriateness of the University's Strategic Plan goals and objectives.
3. To review data and provide guidance regarding the extent to which the University's assessment practice is effective and meaningful.
4. To assist in identifying and recognizing exemplary assessment practices across the University.

The committee meeting schedule will include:

- Early-September to discuss the year ahead and status of assessment practice and data collection.
- Mid-January to discuss the USA Strategic Plan assessment data (in aggregate) and a draft version of the USA Scorecard.
- Late-Spring to discuss final documents and dissemination of data and information.

Thank you for your willingness to serve on this very important committee. If you are unable to serve, please contact Dr. Coleman as soon as possible.

TGW:njc