



**SOUTHERN UTAH UNIVERSITY**  
**Policies and Procedures**

**Policy # 13.29**  
**Date Approved: 12/03/02**  
**Date Amended: 08/19/11**  
**Reviewed w/no Changes:**  
**Office of Responsibility: Prov**  
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**SUBJECT: INSTITUTIONAL EFFECTIVENESS AND ASSESSMENT  
COMMITTEE**

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I. **PURPOSE:** To describe the institutional effectiveness and assessment committee

II. **POLICY:**

A. **Membership.**

1. The Committee is comprised of:

Associate Provost & Dean of Graduate Studies, chair  
Assistant Provost - Director of Institutional Research &  
Assessment, assistant chair  
Representative from Student Services  
Representative from Finance & Facilities  
Representative from University Relations  
Representative from Institutional Advancement  
One faculty member from each college or school  
One member of the Faculty Senate  
One academic Dean or Associate Dean  
Representative from student government

2. Members will be appointed by the respective vice presidents, deans or supervisors. The representative of the Faculty Senate will be appointed by the Senate president. The student will be nominated by the SUUSA Executive Council and appointed by the Provost.

B. The charge of the committee is as follows:

In general, the committee will perform a resource “auditing” and verification function, not a managing and operations function. The committee will encourage greater levels of awareness and communication among the University’s units concerning institutional effectiveness and assessment. Specifically, the committee will be expected

1. to coordinate university-wide assessment activities and maintain a system for reporting institutional effectiveness and assessment;

2. to serve as a resource to the Provost and the President’s Council for University strategic planning;



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3. to review and provide feedback to deans and department chairs as they implement the University's institutional effectiveness and assessment process at their respective levels;
  4. to document how effectively the units and programs fulfill the University mission statement and its associated goals and objectives;
  5. to document the degree to which units of the University are using assessment results to improve educational programs and administrative and support services
  6. to prepare an annual report to the President's Council identifying strengths and weaknesses in the University's current assessment efforts and offering recommendations for improvement.
- C. The committee will meet frequently during the academic year and will develop such procedures and guidelines as needed to fulfill its charge.