University Assessment Committee

Minutes

February 21, 2012 Location: **Brandeis 112 (Conference Room)**

8:00-8:45 a.m.

1. Announcements
	1. Recommendation to purchase TaskStream as campus electronic assessment reporting system approved by ITSC at January 27 meeting. Implementation discussions will begin spring 2012.
	2. Reminder: Annual Assessment reports are due March 9, 2012.
	3. HLC annual meeting, March 31-April 3, Chicago, IL: Registration is now open for anyone interested in attending: <http://annualconference.ncahlc.org/>
	4. National Institute for Learning Outcomes Assessment report on Making Learning Outcomes Usable and Transparent is now available. News release was distributed electronically but complete report may be accessed at <http://www.learningoutcomeassessment.org/transparencyofevidence.htm>
	5. Association of Jesuit Colleges and Universities Graduate Deans will meet in March at Loyola Chicago; Lynn Priddy of HLC has been invited to address the group.
	6. An interdisciplinary team of faculty/staff will be attending the Interprofessional Education Collaborative (IPEC) 2012 Institute in May. Information about the institute may be found <http://www.aacp.org/meetingsandevents/othermeetings/2012IPECInstitute/Pages/default.aspx>
	7. Rick Murch-Shafer will serve as an interim DoIT UAC replacement as Colette O’Meara-McKinney assumes her new duties in the President’s Office on March 1, 2012. The committee wishes Colette much success in her new position. Colette’s “final report” is that BlueLine2 (new LMS) update is on schedule.
2. Committee Reports/Updates/Work-in-Progress (reports/discussion led by chairs)
	1. Peer Review and Policies (Brenda Coppard): The committee met and attempted to pilot the Marquette University (review) rubric and identified a need for faculty development, particularly with articulation of learning outcomes, curriculum mapping, and performance indicators. Therefore, a workshop has been scheduled for March 26 where faculty will be invited to learn about and actively work on developing or improving their program assessment documents.
		1. A list of programs were distributed to all academic representatives and they were asked to forward the appropriate program/ curriculum/assessment representative to Mary Ann Danielson or Michele King, so letters of invitation may be sent.
		2. Attendees will receive materials to assist them and the committee intends to draw upon existing resources (e.g., Worldwide Instructional Design Systems at <http://www.wids.org> ) to assist our campus efforts.
		3. Alignment of learning outcomes and assessment efforts should extend to the course syllabi level. A discussion of the need for a standard (i.e., necessary elements of) course syllabi resulted in a request for schools/colleges with a syllabi template to share them with this committee and for the UAC to further discuss a standard for course syllabi at a later meeting.
	2. Bridging Curricular and Co-Curricular Learning (Teresa Cochran): This committee would note that the needs and challenges of the co-curricular programs/staff are not different than the academic units, discussed in conjunction with the peer review-sponsored March 26 workshop. The spring workshop planning has resulted in the offering of two workshops: on March 14th, the attendees from the December session will reconvene with their program materials and begin the process of articulating or improving program (learning) outcomes and their corresponding assessment plans. The follow-up spring workshop will be held on April 11th and will include Dr. Scott Chadwick, Provost at Xavier University, who will help the group strategize about how to accomplish their program assessments, while drawing upon “best practices in co-curricular assessment.” This committee is partnering with the members of the Professional Development committee, but encourages participation from all members/areas of the UAC, as we share our “collective wisdom.”
	3. Professional Development (Katie Huggett): This committee is partnering with the Bridging Curricular and Co-Curricular Learning committee and will schedule additional planning meetings, as appropriate. The results of all 3 workshops may help identify where professional development (of assessment) is most warranted and guide subsequent (2012-2013) programming.

Meeting adjourned with a request for faculty teaching in or working with faculty teaching in online summer courses to stay and meet with Tracy Chapman, Assistant Dean and Director, Creighton Office for Online Learning.

Remaining **2011-2012 Meeting Dates (Tuesdays 8:00-9:15):**

 March 20

April 17