University Assessment Committee
Minutes
Tuesday, April 8, 2014

Opening Reflection

I. Announcements/Updates
      i. Presentation by Ed O’Connor, John Delaney, Gail Jensen, and Colette O’Meara-McKinney (Sunday 10:45 a.m.): “Moving the Strategic Plan Beyond the Shelf and Into Action.”
      ii. Presentation by Roberta Teahen and Gail Jensen (Sunday 9:45 a.m.): “Graduate Education in a Culture of Accountability.”
   b. Save the Date: September 18th Faculty Development Opportunity (coordinated effort with College of Saint Mary). More information in the fall.
   c. Registrar Updates on the following topics:
      i. Transfer Policy
      ii. Certificate Policy
      iii. Standardized Calendars
      iv. Financial Aid Eligibility 150% Rule
      v. Credit Hour Policy
      vi. Banner System updates and coding program

II. Committee Updates
   a. Academic Program Review
      Program reviews are in process. The committee will meet again in April.
   b. Assessment Resource Integration
      Committee exploring the functionality of TaskStream and Canvas. More details will be available in the fall.
   c. Peer Review
      The committee is working on reviewing submitted assessment plan reports. Please complete and submit all 2012-2013 assessment plans by April 15th for inclusion in this peer review cycle.

      As a reference, an At-a-Glance status report, which shows each program’s submission status was distributed to the committee. (Correction: Student Activities Offices has submitted materials. They were accidently omitted from this report.)
   d. Professional Development
      A debrief meeting has been scheduled for Tues., April 15 to review the feedback, identify potential themes for 2014-2015.

      Also, exploring a follow-up session to March Weaving Reflective Practices Workshop - - screening and discussion of “A Private Universe” film.
e. Policy, Strategy, and HLC updates
   i. Academic Policies (still in process)
      1. Student Credit Hour
         For review at the Faculty/Academic Council.
      2. Student Complaint Policy
         The non-academic Student Complaint Policy is still under review. HLC requires the institution keeps a 3-year log of complaints. Academic complaints are processed through specific units/schools.

   ii. HLC-related initiatives
      1. Enrollment submitted for this year’s dues calculations
      2. The HLC liaison has noted we can request a Spring 2014 visit.
      3. [New standing item]: Quality Initiative (see discussion item below)

III. Discussions/Updates/Work-in-Progress
   a. Annual Academic Planning
      The New Academic Program Idea Generation and Approval Process handout was reviewed and discussed by the committee. It was noted that the flowchart is a work in progress. As committee activities move forward and across academic units, there may need to be changes to the review and approval process.

   b. Student Outcome Scorecard
      The Student Outcome Scorecard (SOS) handout was reviewed and discussed. The first phase, designing the SOS metrics, has been completed. The second phase, establishing a survey related to the metrics, is in progress.

Meeting Adjourned: 9:15 a.m.

2013-2014 Schedule of UAC Meetings (8:00-9:15 a.m., Brandeis 112, unless otherwise noted)