

Date | Time | Location:

Tuesday, September 14, 2021, 8:15-9:15 AM

Zoom link in calendar appointment

University Assessment Committee**Minutes**

Agenda format explanation:

- Discussion leader: Begins the conversation about the topic.
- Update: Provide a brief overview of current project(s), anticipate needs for support from the TLC, UAC sub-committees, etc.
- Everyone: Provide any deadlines or programs coming up.

Topic	Discussion Leader	Decision (If applicable)	Notes / Action Steps (as applicable)
Call to Order Minutes	Deb Ford Sarah Oliver		Meeting called to order 8:15
Additions to agenda	D. Ford	No additions	
Approval of minutes – from May	D. Ford	Vote. Approved minutes	Minutes shared before meeting - Kendra Fershee moved to accept the minutes and Desarae Mueller-Fichepain seconded. Vote passed to accept minutes.
Updates: Center for Faculty Excellence New Members Meeting dates/times (revisit time)	D. Ford		<ul style="list-style-type: none"> • D. Ford shared new name and purpose for the Center for Faculty Excellence. Center still will be providing same services but expanding with new programs/development. More information in CFE Newsletter. • Committee discussed different time of day for meeting. Several provided reasons for and against certain times. Settled on 8:15 (one more month at 6:15 for Phoenix until Daylight Savings ends). Will check on time again in spring when go back on daylight savings time.
Sub-Committee Membership	D. Ford	Committee members need to serve on sub-committees	D. Ford reviewed structure of working committee and gave descriptions of four subcommittees. Shared that S. Oliver will send email with descriptions and a Google doc to sign up for subcommittees. As we have new members and change in committee everyone please sign up even if the same committee as last year.
Committee Update: Academic Program Review	J. Hearn		No new information. Hopes more work for committee this AY.
Committee Update: Peer Review <ul style="list-style-type: none"> • Peer reviews 2019-2020 reports 	S. Oliver	Peer reviews completed	Peer reviews completed in June and reports sent to those who submitted in Taskstream. If someone did not receive reports, please let her know.
Committee Update: Professional Development <ul style="list-style-type: none"> • Assessment Symposium 2021 	S. Oliver Alicia Earl Angie Lampe		<ul style="list-style-type: none"> • S. Oliver gave report on Assessment Symposium. Date – November 19, 10:00 – Noon. Theme: <i>Flexibility in Finding Novel</i>

	Sarah Lux		<p><i>Outcomes and Measures of Student Learning</i> – academic and co-curricular.</p> <ul style="list-style-type: none"> ○ Keynote speaker Joe Levy, National Louis University presents on Assessment with focus on co-curricular (covers assessment for academics, too) – 10:00 – 11:00. ○ Panel of faculty from campus share unique measurements or objectives. 11:00 – Noon. Need UAC to help find panelists. ○ Will do poster session in BlueLine like last year – <ul style="list-style-type: none"> ▪ D. Mueller-Fichpain suggested “office hours” where poster presentations could be live. ● D. Ford reminded that in spring we discussed a face-to-face presentation but due to changes in COVID numbers suggests we do virtual instead of hybrid. Feedback from committee – keynote speaker will be virtual in Zoom as well as for distance campuses. While we would rather be in person, the consensus was it is better to have virtual symposium this year.
<p>Taskstream Update</p> <ul style="list-style-type: none"> ● 2020-2021 Workspace ● Search for TS replacement 	S. Oliver D. Ford		<ul style="list-style-type: none"> ● 2020 – 2021 Workspace available in Taskstream. Opened in July – shared workspace available. No date set for final submissions. Will likely be after winter break. Question from D. Mueller-Fichpain concerning Heider undergrad changing outcomes – what to do if they have no data for new outcomes. Can provide data on existing outcomes. ● Search for Taskstream replacement. Will need to submit request for vendor review/replacement project. Not many products but need IT to review to help us review carefully. Need to make decision in spring 2023. Will need members on this

			search committee starting in spring 22. Need to consider migration of the data and how IT would help.
Update: UAC Taskforce, Policy, Strategy, & HLC Updates	G. Jensen		Mid-cycle Review – Review team gave report. Will need to pay attention to the report. No more decision-making process. Next HLC visit to campus in Phoenix – one person review. Next meeting look at report for suggestions in assessment – rotating schedule, collect a lot of data – why? – simplify things. Comments from reviewers very helpful.
Other information or questions	D. Ford		Did introduction of new and all members.
Adjourn Next Meeting: Oct. 5, 8:15-9:15 AM - Zoom			

Center for Faculty Excellence Programming

Check the Center for Faculty Excellence website for the [Distinguished Educator in Teaching as Scholarship Award Call for Nomination](#) and the *Faculty Development Grants for Assessment of Student Learning* [Fall 2021 Grant Program Series](#).