University Assessment Committee

Minutes

March 17, 2009 Location: **Harper Center 2066**

8:30 a.m.

1. Announcements and Updates:
   1. HLC 114th Annual Meeting, April 17-21, Chicago (Registration and Hotel Registration are both open); Early bird registration extended to March 20.
   2. Assessment Academy Report due Wednesday, March 18
      1. New Assessment Academy Mentor: Jodi Cressman, DePaul University
   3. Annual University Assessment Report Updates [due March 20, 2009]
      1. School of Nursing submitted
   4. Spring meeting dates: 8:30-9:30, Harper 2066
      1. April 21
2. Sub-Committee Reports/Updates --Please share your Reports for 2009 Work, with timeline, requested for February 25th—This information will likely constitute our Assessment Academy Report.
   1. Campus Conversations: Presentation and Discussion (Palma Strand)
      1. Report included upcoming presentations in the Schools of Law and Graduate Studies (March) and Medicine (April). Presentational dates for the Colleges of Arts and Sciences and Business Administration are yet to be finalized.
      2. University-level Outcome #5: Deliberative Reflection on Personal and Professional Formation will be the focus of an April Time Out for Lunch, sponsored by the Office for Academic Excellence and Assessment, and a CASTL Distinguished Lecture Panel (date TBD).
      3. Plans for remainder of 2009 include:
         1. Identification and development on another university-level outcome
         2. Identification and development of a cadre of faculty within each school to help “advance” school and college assessment conversations.
   2. Peer Review/ Electronic Toolbox/Electronic Repository (combined group for 2009: (Gail Jensen/Mike Monaghan/Paul Turner)
      1. Report included a review of the progress to date with multiple recommendations identified. These recommendations will be formally presented at the April meeting for discussion and approval.
      2. Criteria for Reviewing Program Assessment Plan of Student Learning and Criteria for Evaluating Annual Program Assessment Reports have been drafted. These criteria will be piloted using the 2008-2009 Annual Assessment Reports.
      3. An electronic repository for annual reporting and sharing of best practices is still under review and development; plans include having a more prominent web presence by Fall 2009.
   3. Curricular and Co-Curricular Program Review and Rubric Development: (Rich Rossi)
      1. Report included recently developed rubric for internal use on the assessment of both departmental functions and learning outcomes, a summary of the various activities surrounding the Cortina Community and Encuentro Dominicano (Tom Kelly and Kyle Woolley).
      2. This work was shared in February at an invited Higher Learning Commission workshop on assessment in Lisle, IL. A more formal presentation of our “bridging” work will be shared at the annual meeting in April, in Chicago.
      3. This subcommittee’s work continues to build upon the existing Institutional Research data on our students’ experiences and learning.
      4. Projects for the remainder of the year include further refinements in the developed rubrics and use of these and other rubrics to begin assessing new programs (e.g., Freshman Learning Program, Lieben Center for Women).
3. Next Meeting/Materials for review
   1. April meeting to include
      1. report from HLC annual meeting
      2. status of annual assessment submissions
      3. committee reports and identification of work to be completed, May-August.
      4. Peer Review Committee Recommendations

Adjourned at 8:51 a.m.