University Assessment Committee

Agenda

April 19, 2011 Location: **BRANDEIS 111**

8:00 a.m. start

1. Announcements
2. HLC Annual Meeting Updates
   1. The Updated model was distributed for discussion. A copy of the document is available on the HLC website.
3. Specialized Accreditations completed spring 2011:
   1. Congratulations to the School of Nursing where all standards were met with no areas of concern, and the Department of Education on their state and NCATE visit.
4. Core Curriculum Updates
   1. The draft of core curriculum learning outcomes will be reviewed by Faculty Senate on May 3rd with vote of approval to follow in September 2011.
   2. This concludes year 1 of a 4 year process:
      1. Year 1: development of learning objectives
      2. Year 2: development of core curriculum plan
      3. Years 3-4: core curriculum course development
5. Discussion Item
6. University Policy on Program Review and Annual Assessment
   1. Policy was distributed to committee, changes were suggested; any additional revisions need to be e-mailed to Brenda Coppard by Tuesday, April 26th.
   2. A draft of the policy will be sent for review to Amy Bones, Deans, Academic Vice Presidents, and to Tom Coffey regarding possible need for faculty review.
7. Committee Reports
8. Peer Review (Gail Jensen/Brenda Coppard): See University Policy discussion
9. Bridging Curricular and Co-Curricular Learning (Rich Rossi/Teresa Cochran):
   1. Meeting Tuesday, April 26 for further conversation on co-curricular definition to add to University Policy on Program Review and Annual Assessment.
10. Campus Conversations (Palma Strand/Katie Huggett): No report at this time but will return to consideration of assessment workshops for campus, 2011-2012.
11. Thank you to the outstanding work of our outgoing sub-committee chairs: Rich Rossi, Palma Strand, and Gail Jensen; welcome the incoming chairs: Teresa Cochran, Katie Huggett, and Brenda Coppard.
12. The new chairs will meet over the summer to review needs and begin planning for 2011-2012, which will begin with a ½ day UAC strategic planning retreat on September 13.
    1. It was suggested a 6 year timeline for assessment be implemented at the September 13th  ½ day meeting.
13. Updates on current initiatives
14. Electronic Assessment Reporting System Taskforce (RFI in development)
    1. Update (April 28): RFI under review by taskforce on April 29th, with anticipated distribution by May 2nd and return of materials before the end of May. The taskforce will meet in May (and possibly over the summer) to review materials and make recommendations regarding next steps/campus review processes.
15. ULO data collection
    1. 2008-2009 completed templates will be distributed to each school for review and edits (accuracy, narrative style), with 2009-2010 templates to follow. Both years’ data will be uploaded to dSpace for review. In fall 2011, UAC will review process and template, make necessary improvements, and return to fall solicitation of assessment data reporting for previous academic year (2010-2011).
16. Program Template
    1. Stephanie is working with Joe Ducharme on Program Template for school/college completion (over summer 2011). This project will also be available to review in fall 2011.
17. 2011-2012 Proposed Meeting dates were distributed for review with monthly Tuesday or Wednesday (8:00-9:15 a.m.) options. The consensus of the group was a Tuesday meeting calendar. See below for complete listing of meeting dates.

Adjourned 9:15 a.m.

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

September 13 (1/2 day workshop/retreat)

October 11

November 8

December 6

January 24

February 21

March 20

April 17