University Assessment Committee

Minutes

January 24, 2012 Location: **Brandeis 112 (Conference Room)**

8:00-9:15 a.m.

1. Announcements
	1. Welcome to Patricia Hall (Registrar), Pat Kelsey (proxy for Tom Meng), and all returning UAC members formerly on sabbatical or with conflicting teaching schedules.
	2. HLC Proposal for Annual (April) meeting submitted by Isabelle Cherney, Gail Jensen, and Mary Ann Danielson (“Re-Inventing Quality in Higher Education: Future of Interdisciplinary Programs”) was accepted for presentation.
	3. University Policy on Annual Assessment (4.2.5) has been approved and distributed.
	4. University Policy on Quality in Distance Education (4.1.2) has been approved and distributed.
2. Committee Reports/Updates/Work-in-Progress (reports/discussion led by chairs)
	1. Peer Review and Policies (Brenda Coppard): This committee is reviewing and will pilot the Marquette University peer review rubric, with a select sample of programs. If successful, we will model that process at the February meeting of the UAC.
	2. Bridging Curricular and Co-Curricular Learning (Teresa Cochran): This committee, with the support of the Professional Development Committee, hosted, on December 7th, a workshop for professional staff working in/with co-curricular programs. This informative workshop will be followed with a “hands-on” work(ing)shop in spring 2012. Additionally, this committee recognizes the need for a mid-level assessment committee, comprised of members of these units, working to sustain the assessment of program (and learning) outcomes.
	3. Professional Development (Katie Huggett): This committee assisted with the December co-curricular workshop and will be lending input and personnel to the design and delivery of a spring retreat.
3. Other Reports
	1. Assessment features of new LMS (Colette O’Meara-McKinney): Rick Murch-Shafer, with an illustrative example from Brian Kokensparger, presented an overview of the LMS features, with particular emphasis on the assessment tools and system and reporting capabilities. Rick and his team are working with schools and departments to transition courses and programs to the new BlueLine2 (Canvas); our current license allows use of BlueLine (Angel) until June 2013. DoIT and AEA continue in their conversations to ensure a coordination of faculty development efforts, in support of assessment of student learning, both within the LMS and any other electronic assessment system implemented.
	2. Program review policy/procedures updates (Gail Jensen): Gail Jensen, on behalf of her committee, shared the draft version of a University Policy on Academic Program Review and accompanying process(es). Discussion was positive, and some individuals recommended adding to these materials: (1) a program directors’ view of the process and (2) “talking points” regarding the important aspects of the policy.
	3. Annual request for assessment reports (Mary Ann Danielson): A draft memo was distributed for committee review. Hearing no changes, the memos were distributed to each dean on January 25th; Fr. Timothy Lannon, Vice Presidents Borchers and Frey received a copy of the annual request, as did the academic representatives (for their respective school/college). The reports are due March 9, 2012.
4. Updates on current initiatives
	1. Electronic Assessment Reporting System Taskforce—recommendation under review by the ITSC (January 27th meeting)
	2. Assessment website redesign—in progress, but welcome volunteers to assist in writing descriptive statements and/or providing links to seminar articles, well-tested rubrics, etc.

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

February 21

March 20

April 17