University Assessment Committee

Minutes

March 20, 2012 Location: **Brandeis 112 (Conference Room)**

8:00-9:00 a.m.

1. Announcements
	1. Reminder: Annual Assessment reports were due March 9, 2012.
	2. HLC annual meeting, March 31-April 3, Chicago, IL: Registration is now open for anyone interested in attending: <http://annualconference.ncahlc.org/>
	3. An interdisciplinary team of faculty/staff will be attending the Interprofessional Education Collaborative (IPEC) 2012 Institute in May. Information about the institute may be found <http://www.aacp.org/meetingsandevents/othermeetings/2012IPECInstitute/Pages/default.aspx> [institute is currently sold out]
	4. Association for the Assessment of Learning in Higher Education’s 2nd Annual Conference (sustaining the work of the previous AAHE) to be held June 3-5, 2012, Albuquerque. Conference Theme: The Well-Rounded Assessment Practitioner. For more information or to register: <http://www.aalhe.org/content/second-conference>
	5. Katie Huggett was a co-presenter of a session on Dashboarding for medical education data at the Central group on Educational Affairs Conference. Additionally, the Association of American Medical Colleges (AAMC) recently announced they will introduce several new tools that should assist medical schools in benchmarking and dashboarding.
2. Committee Reports/Updates/Work-in-Progress (reports/discussion led by chairs)
	1. Bridging Curricular and Co-Curricular Learning (Teresa Cochran): A second workshop for co-curricular assessments was hosted on April 14th. A third and final workshop is scheduled for April 11th, to be facilitated by Dr. Scott Chadwick. An additional note: The AEA call for 2012-2014 Associates includes community-based/service learning and co-curricular assessments as targeted areas of expertise. It is hoped that AEA and UAC can continue to jointly resource this campus initiative.
	2. Peer Review and Policies (Brenda Coppard): A workshop for faculty/professional staff was hosted on March 26th to aid in developing/refining academic assessment plans. Programs were directed to submit curriculum maps to the AEA office by June 1, 2012.
	3. Professional Development (Katie Huggett): This committee has worked closely with both the curricular and co-curricular learning and peer review committees to facilitate workshops and to continue to identify campus needs. Given the feedback from all sessions, there are plans to develop a series of workshops—open to both faculty and staff—that complete the assessment cycle and offer training on specific methodologies (e.g., focus groups, surveys) in 2012-2013.
3. Other Reports/Updates/Works-in-Progress
	1. TaskStream Implementation Process (Mary Ann Danielson): A copy of the implementation guide was distributed at the March meeting. An Implementation team, comprised of representatives from all academic units and related administrative offices, is being formed and will begin the implementation process in April 2012. It was suggested that we seek out current users of TaskStream during the HLC annual meeting for additional information/advice about the product.
	2. Quality Assurance for Distance Education Programs (Tracy Chapman): A summary of current Quality Assurance measures was distributed electronically prior to the meeting and discussed during the meeting. Topics included a review of the standards, noting our strengths and weaknesses, and the need for a university credit hour policy and course calculations.
	3. AJCU Graduate Deans’ Report: (Gail Jensen): Lynn Priddy addressed the AJCU Graduate Deans, meeting in Chicago, where she discussed the importance of student learning outcomes, institutional mission, and the need for strong assessment and program review programs.
	4. University Program Review Policy: Gail Jensen provided an update on the progress of the policy’s review and adoption. It has been reviewed by the Deans and Cabinet and will likely to go Academic Council for final review.
	5. Tom Reynolds of Regis University is speaking at 7:00 at the March 29th Faculty Seminar on Jesuit Higher Education, with refreshments are being served at 6:00 p.m. in Lower St. Johns.
	6. Ruth Purtillo is speaking on “Moral Courage” at 7:00 on March 20th.

The meeting adjourned at 9:00 a.m.

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

April 17 HLC Updates; review of annual reports; committee membership and leadership

structure for 2012-2013.