University Assessment Committee

Meeting Minutes

April 16, 2013

8:00-9:15 a.m.

1. Announcements
	1. Assessment Conferences
		1. 2013 Assessment Institute in Indianapolis October 27-29. For more information about the conference, go to: <http://www.planning.iupui.edu/institute>
		2. Association for the Assessment of Learning in Higher Education (AALHE)’s annual meeting: “Juggling Conflicting Priorities: Rethinking What We Thought,” June 3-5, 2013. See [www.aalhe.org](http://www.aalhe.org) for more information.
	2. TaskStream April training sessions
	Student Life representatives received TaskStream training on program evaluation. Designated College of Arts and Sciences faculty/staff are scheduled to begin TaskStream Training the week of April 22.
2. Committee Updates/Reports
	1. Professional Development
	The subcommittee will be meeting Tuesday, April 23 at 10 a.m. to debrief the presenter and participant evaluations and discuss recommendations for professional development for the 2013-2014 academic year. Overall, the evaluation feedback was very positive.

	A follow-up e-mail will be sent to attendees who participated in the workshops as a reminder that upon completion of the assessment cycle they will receive an Assessment Certificate from the Office for Academic Excellence and Assessment (AEA) as well as a copy of “Assessing for Learning: Building a Sustainable Commitment Across the Institution” by Peggy Maki, to be used by the program(s). Completion of the assessment cycle will result in the submission of the following items to the AEA office by May 1, 2013:
* Program Assessment Plan with measurable objectives (educational goals or other program outcomes may be included)
* Assessment Curriculum Map
* Evidence of Student Learning, to include both performance measures and actual assessment data (performance criteria or benchmarks may also be included)
* Program Assessment Report (i.e., analysis of and report on at least one program objective) with a reflection of results and/or a plan to address the findings (e.g., continuous improvement plan)
	1. Peer Review
	The committee will be meeting to finalized the peer review structure and assign tasks associated with the review.
	2. Assessment Resource Integration
	The committee hasn’t met recently. Each member is focusing on their specific college/area, identifying TaskStream training needs and what data would need to be entered into TaskStream.
	3. Academic Quality and Policies
	Nothing to report at the meeting.
	4. Co-curricular assessment liaison
	Co-curricular areas are working on reporting data analysis and entering information into TaskStream.
1. Other Discussions/Updates/Works-in-Progress
	1. HLC Updates
	The [HLC Meeting Updates](file://localhost/Users/mce45792/Documents/HLC%20Meeting%20Minutes-Apr13.pdf) were reviewed, with emphasis that the Open Pathways accreditation process is a continuous reporting model, with at least 2 reviews over a 10-year cycle. The Open Pathways process calls for increased annual electronic evidence reporting. We will complete a Quality Initiative project in 2015-2016 and host a campus review team in 2016-2017.
	2. Virtual Center for Teaching Excellence (vCTE website preview)
	The vCTE website (<http://www.creighton.edu/cte/>) was previewed by the committee. The website includes teaching resources, teaching tips, a blog, and a calendar of events. The site is under construction, but is due to go “live” early in August in time for the New Faculty Orientation. A [vCTE handout](file://localhost/Users/mce45792/Documents/vCTE%20Information.pdf) was distributed which provides information on the vCTE mission, collaborators, and request for site information. (link pdf of handout). Please contact Anne Schoening with any questions about the vCTE at aschoening@creighton.edu.
	3. Assessment Mentors
	The Assessment Mentoring Program was previewed on the AEA website which features various assessment topics and a link to request mentoring assistance. In the follow-up e-mail that will be sent to attendees (referred to in Professional Development) participants will be reminded of this useful tool. For your reference, the link to the Assessment Mentoring Program webpage is <http://www.creighton.edu/aea/assessmentmentoringprogram/index.php>