

University Assessment Committee

Minutes

Tuesday, April 8, 2014

Opening Reflection

I. Announcements/Updates

- a. Higher Learning Commission Annual Meeting, April 10-14, 2014. For more information: <http://annualconference.ncahlc.org/>
 - i. Presentation by Ed O'Connor, John Delaney, Gail Jensen, and Colette O'Meara-McKinney (Sunday 10:45 a.m.): "Moving the Strategic Plan Beyond the Shelf and Into Action."
 - ii. Presentation by Roberta Teahen and Gail Jensen (Sunday 9:45 a.m.): "Graduate Education in a Culture of Accountability."
- b. Save the Date: September 18th Faculty Development Opportunity (coordinated effort with College of Saint Mary). More information in the fall.
- c. Registrar Updates on the following topics:
 - i. Transfer Policy
 - ii. Certificate Policy
 - iii. Standardized Calendars
 - iv. Financial Aid Eligibility 150% Rule
 - v. Credit Hour Policy
 - vi. Banner System updates and coding program

II. Committee Updates

- a. Academic Program Review
Program reviews are in process. The committee will meet again in April.
- b. Assessment Resource Integration
Committee exploring the functionality of TaskStream and Canvas. More details will be available in the fall.
- c. Peer Review
The committee is working on reviewing submitted assessment plan reports. Please complete and submit all 2012-2013 assessment plans by April 15th for inclusion in this peer review cycle.

As a reference, an At-a-Glance status report, which shows each program's submission status was distributed to the committee. (Correction: Student Activities Offices has submitted materials. They were accidentally omitted from this report.)

- d. Professional Development
A debrief meeting has been scheduled for Tues., April 15 to review the feedback, identify potential themes for 2014-2015.

Also, exploring a follow-up session to March Weaving Reflective Practices Workshop - - screening and discussion of "A Private Universe" film.

- e. Policy, Strategy, and HLC updates
 - i. Academic Policies (still in process)
 - 1. Student Credit Hour
For review at the Faculty/Academic Council.
 - 2. Student Complaint Policy
The non-academic Student Complaint Policy is still under review. HLC requires the institution keeps a 3-year log of complaints. Academic complaints are processed through specific units/schools.
 - ii. HLC-related initiatives
 - 1. Enrollment submitted for this year's dues calculations
 - 2. The HLC liaison has noted we can request a Spring 2014 visit.
 - 3. [New standing item]: Quality Initiative (see discussion item below)

III. Discussions/Updates/Work-in-Progress

- a. Annual Academic Planning
The New Academic Program Idea Generation and Approval Process handout was reviewed and discussed by the committee. It was noted that the flowchart is a work in progress. As committee activities move forward and across academic units, there may need to be changes to the review and approval process.
- b. Student Outcome Scorecard
The Student Outcome Scorecard (SOS) handout was reviewed and discussed. The first phase, designing the SOS metrics, has been completed. The second phase, establishing a survey related to the metrics, is in progress.

Meeting Adjourned: 9:15 a.m.

2013-2014 Schedule of UAC Meetings (8:00-9:15 a.m., Brandeis 112, unless otherwise noted)

May 13 Review of 2013-2014 AY and committee structures; plans/goals for 14-15, pathways.