University Assessment Committee
Minutes
Tuesday, December 5, 2017; 8:00-9:15

Opening Reflection
I. Announcements
   a. HLC conference, April 6-10, 2018, "Innovation and Transformation." For more information: http://www.hlcommission.org/Programs-Events/conference.html
      i. "Accreditation Lifecycle: Strategies for Sustaining Momentum:" Our panel proposal was accepted for presentation.
   b. 2017-2018 Assessment Calendar—key dates to add, send to Mary Emmer—current calendar of events may be found: http://www.creighton.edu/fileadmin/user/AEA/UAC_Minutes/UAC_Calendar_2017-2018.pdf
      i. January 30: "Creighton Gallup Survey Results 2016: Helping CU Graduates Achieve Great Jobs and Great Lives" presented by Brenda Coppard and Valerie Calderon.
   c. Assessment conferences:
      i. Association of Catholic Colleges and University (ACC&U) Annual Meeting, Jan. 24-27, 2018, Washington, DC. http://www.aacu.org/meetings/annualmeeting/am18
      ii. Association of American Colleges and Universities (AAC&U) General Education and Assessment Conference, Feb. 15-17, 2018, Philadelphia, PA. http://www.aacu.org/meetings/generaleducation/gened2018
      iii. Association for the Assessment of Learning in Higher Education, Jun. 4-6, 2018, Salt Lake City, UT Submissions due January 20th: https://aalhe.site-ym.com/mpage/2018Proposal [Registration to open in January 2018]
   d. Reminder: Annual Assessment Reports due November 27, 2017; thank you to all programs who have submitted.

II. Committee Updates
   a. Professional Development
      i. University Assessment Symposium evaluative feedback overall was positive, with specific notation on the panelist session and program setting.
      ii. The committee will be meeting soon to discuss ideas for spring programming.
      iii. Faculty Associate, Lou Jensen, will continue the critical thinking conversation in her spring program presentation.

   b. Parity of Learning and Online Education Metrics
      i. The Committee is reviewing the Distance Education Policy (for possible updates) and developing parity metrics for online education. The committee will be meeting in January to continue these efforts.

   c. Academic Program Review
      i. A rubric for assessing syllabi construction was discussed, to include creating a toolkit with the essential elements needed for syllabi construction.
      ii. Faculty Associate, Brian Kokensparger, will offer spring programming on the syllabi topic.
      iii. 17-18 Programs undergoing review (9 areas): MSNursing completed their review November 13th. Spring 2018 program to be reviewed: Sociology and Anthropology; Journalism, Media, and Computing; Philosophy; Fine and Performing Arts; Pharmacy Sciences; DDS and Oral Biology; MPublic Health; and EMS.

   d. Peer Review
      i. Peer Reviewers' Training, December 6th, 2:30 p.m., Creighton Hall 224, for those new to the process or who would like a refresher.
      ii. Peer Reviews to begin (December) after the training session. Reviewers will be assigned programs to which the review work can be begin.

     e.   Policy, Strategy, and HLC updates
          i.   HLC Policy on Faculty Qualification Guidelines were shared with the UAC committee, the provost and deans. The guidelines are more explicit on how HLC intends to review institutions and how peer reviewers will examine contextual nuances regarding faculty qualifications. The HLC Steering Committee will continue campus conversation on the implementation of the guidelines at the university.
          ii. Preliminary discussion with Eric Martin, the HLC liaison for Creighton, have begun as related to Phoenix expansion and possible additional AA Jesuit Refugee program.

III. Discussion
     a.   A Policy on Course Syllabi will directly align with the HLC Criterion 3: Teaching and Learning: Quality, Resources and Support assumed best practices and the Department of Education. This alignment will continue the University Syllabus Repository compiled for the HLC on-site visit in April.

     b.   "Assessment Practices Advancing Academic Excellence" series
          i.   Nalini Govindarajulu presented the Heider College of Business (HCOB) syllabi process. The HCOB faculty led the effort to create, design, and implement a syllabi template. The faculty agreed to use the template for each HCOB course (new or revised). The template document was shared with the group as a resource tool.

2017-2018 UAC Strategic Priorities
- Develop and Pilot of Parity Metrics (course and program level)
- Draft guidelines differing Undergraduate/Graduate/Professional student outcomes and expectations
- Celebrate curricular innovations producing improved student learning (outcomes)
- Develop a rubric to assess syllabi (guide syllabus construction)
- Support of MAGIS Core Assessment
- Continue UAC Campus Reporting (e.g., APR report to Faculty/Academic Council, Annual Assessment Report to Deans, VPs and Provost)
- Enhance our culture of assessment (e.g., growth in assessment practices, evidence of changes/improvements driven by assessments)

2017-2018 Suggested Practices/Reminders
- Share articles of interest and best practices for learning and assessment
- Those unable to attend the UAC meetings may ask another to serve as their Proxy
- UAC members may invite guests to attend the monthly meetings

2017-2018 UAC Meeting Details: All meetings will be on Tuesdays and run from 8:00-9:15 a.m.
January 16   Skutt 105
February 13   Skutt 105
March 13   Skutt 105
April 10   Skutt 105
May 8   Skutt 105