University Assessment Committee

Minutes

January 18, 2011 Location: **Skutt Student Center 105**

8:00 a.m. start

1. Announcements
2. Thank you received from Gary Meyer, Marquette University, for the kindnesses extended during his December visit.
3. Committee Reports (brief reports):
4. Campus Conversations: Letter and summary of workshop discussion sent to all April 2010 workshop participants in December. Spring 2011 plans are pending feedback from conversations with the deans regarding assessment plans/needs.
5. Bridging Curricular and Co-Curricular Learning: Given December conversation regarding “definitions” of curricular, co-curricular, extra-curricular programs, the committee will provide definitions and then seek input from all schools/colleges so these programs are identified as part of the larger campus assessment effort.
6. Peer Review: Committee will meet in February to continue finalizing and formatting the draft of the Annual Assessment and Program Review Policy.
7. Discussion Items:
8. College of Arts and Sciences Proposed ULO #7/Map to ULO#6 (Diversity) [Students will ] demonstrate an understanding of the diversity of human identities and cultures in the United States and around the world. Kevin Graham shared the proposal that is being forwarded to the Arts and Sciences (CAS) Faculty Senate. The CAS’s intent is to have this college learning outcome coordinate with the university-level outcome. Discussion followed, and we will await the Faculty Senate’s decision.
9. University Updates on Assessment and Accreditation.

Gail Jensen and Mary Ann Danielson provided updates on current university actions and our January meetings with the various deans and academic administrators. Specifically,

* 1. An HLC Taskforce to advise Vice Presidents Borchers and Frey on accreditation issues has been constituted. The initial members of this taskforce include: Gail Jensen, Mary Ann Danielson, Mary Kunes-Connell, Eleanor Howell, Brenda Coppard and John Wilhelm. The committee will review HLC requirements (e.g., campus efforts, Pathways program) and make recommendations to ensure both compliance and institutional quality.
	2. Recent Discussions with Academic Leadership included meetings with:
		1. Fr. Timothy Lannon regarding our regional accreditation process (in contrast with Middle States) and our current campus efforts (from last site visit to Assessment Academy to University Assessment Committee efforts).
		2. Academic Affairs Deans whereby their needs for an electronic system of reporting was further discussed, in light of annual assessment reporting requirements.
		3. Academic Administrators where a proposal to name a taskforce to collect and review information regarding electronic reporting systems was discussed and approved. Vice Presidents Borchers and Frey will each provide two representatives; they will join Mary Ann Danielson (chair) and a member from DoIT. Proposal of options to be presented to Academic Administrators by end of FY 2010-2011.

Feedback from UAC members noted the need for any electronic system to include the following features: one common university-wide system for submitting the data and accountability for producing annual reports (updates) and user-friendly (labor saving) system for multiple levels of users. Other comments and questions included: earliest possible implementation date; connection to other university systems (planning and budgeting); and planning for budgetary commitment for 2011-2012.

1. Annual Assessment Reporting: BOTH ULOs and Program-level Assessment Data

Despite the lack of a common reporting system, the university will maintain its practice of annual assessment data reporting. The university-level outcomes data will be collected from each school and college and transferred to a digital repository for archiving and peer reviews. Additionally, DoIT will work with the AEA office to construct templates for each school and college whereby their program-level assessment data and reports will be shared and reviewed. It is hoped that these processes will align through one electronic reporting system in subsequent assessment cycles (fiscal year 2011-1012).

1. Adjourned at 9:14 a.m.

**2010-2011 Proposed Meeting Dates (8:00-9:15)**

**Sub-Committee Chairs, please send me your anticipated agenda items for spring 2011:**

February 15 Pathways/HLC Updates

March 15 University Policy on Program Review and Annual Assessment

April 19