

University Assessment Committee
Meeting Minutes
November 12, 2013

I. Announcements

a. Assessment conferences

- i. American Association of Colleges and University's General Education and Assessment: Disruptions, Innovations, and Opportunities, February 27-March 1, 2014. For more details:

<http://www.aacu.org/meetings/generaleducation/gened2014/index.cfm>

- b. The President of the Higher Learning Commission, Dr. Sylvia Manning, has announced her retirement, effective July 1, 2014 (or as close to that as is practicable). Your assistance in identifying excellent candidates for this search is both requested and necessary. Your ideas and advice will help inform the process and the deliberations of the search committee. Should you have questions, input, or concerns for the search committee or the HLC Board, please contact me (Dr. Gary Wheeler) at gwheeler@glenoaks.edu. You also may contact the search committee Chair, David Anderson: Anderson@stolaf.edu.
- c. Brian Kokensparger was recognized for completion of his doctoral degree in institutional technology. Tracy Chapman attended the Council for Adult and Experiential Learners (CAEL) International Conference in November.

II. Committee Updates

a. Academic Program Review

The subcommittee will meet on November 25 at 3:00 p.m. to revisit the process and tools for the Academic Program Review. Werner Institute is the first area to participate in the review process.

b. Assessment Resource Integration

The subcommittee will be meeting December 11 to discuss the integration of the learning management systems and TaskStream.

c. Peer Review

Peer review for 2011-2012 has ended. Based on the 2011-2012 pilot process, the original rubric has been updated and a Custom Requirement Report has been created for the review of 2012-2013 annual assessment reports. The subcommittee will meet again in January. Peer review for 2012-2013 will begin, not later than early February.

d. Professional Development

Sixty-five faculty/staff attended the "Discerning the Journey: Assessing Ignatian Values" University Assessment Professional Development event held on October 22. The event, specifically the small group sessions in the Ignatian values, was well received by attendees.

e. Policy, Strategy, and HLC updates

See HLC related initiatives (IIIb).

Susan Hatfield offers a PowerPoint presentation on assessment. The presentation will be viewed at the December UAC meeting.

III. Discussion/Updates/Works-in-Progress

a. Annual Assessment Reporting

- i. Draft of this year's letter (for 2012-2013 assessment reports) was distributed for final review. The committee reviewed and provided feedback on the draft letter and report to the Deans. The annual request for reports was distributed November 4th. A school/college specific report regarding the status of information in TaskStream will be sent to the dean's by the end of the year.
- ii. The committee discussed and confirmed the required element for the submission and review process. Submission deadline for 2012-2013 data is January 31, 2014.

b. HLC-related initiatives

- i. The final Quality Initiative Proposal draft was discussed by the UAC.
- ii. Student Credit Hour Policy was discussed by the UAC and it is scheduled as an agenda item on the November Dean's Council Agenda.
- iii. The committee reviewed and suggested changes to the Student Complaint Policy. It is under Administrative review and discussion.

IV. Meeting adjourned 9:15 a.m.

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

December 10 Assessment Training

January 14

February 11

March 11 (March 18, alternative date)

April 8

May 13