

University Assessment Committee
Meeting Minutes
October 8, 2013

I.

Announcements

- a. HLC Call for Proposals due September 30; conference dates are April 10-14, 2014.
 - The proposal "Strategic Planning: Moving the Plan Beyond the Shelf" has been submitted and is awaiting approval for presentation at HLC.
- b. Assessment Conferences
 - i. 2013 Assessment Institute, October 27-29 at Indiana University-Purdue University Indianapolis. For more information: <http://planning.iupui.edu/institute>
 - ii. 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>
 - "The Model for the Core Curriculum" will be included in the AACU poster session.
- c. Other Conferences

The Professional and Organizational Development Network in Higher Education Conference (POD), November 6-10 in Pittsburgh, PA. For more information: <http://podnetwork.org/event/pod-2013/>

 - VcTE members will participate in the POD poster session on the "Virtual Center for Teaching Excellence."

"Celebrating the Legacy of Vatican II" Year 2: Sacrosanctam Concilium, Liturgy: Sourcing the Faith that Does Justice" November 6-7, on campus. For more information: <http://www.creighton.edu/vaticanii/celebratingthelegacyofvaticaniiyeartwo/index.php>

 - Main presenter is Eileen Burke-Sullivan.

II. Committee Updates

- a. Academic Program Review

The subcommittee is developing a calendar and other tools to use for the Academic Program Review process.
- b. Assessment Resource Integration

A report will be provided at the November UAC meeting.
- c. Peer Review

The subcommittee is in the process of the peer review rubric redesign, based on feedback and experiences from the 2012-2013 reviews and the inclusion of co-curricular programs in the 2013-2014 data collection cycle. This review process will provide both formative and summative evaluations.
- d. Professional Development

The program, "Discerning the Journey: Assessing Ignatian Values," will be held on Tuesday, October 22; 8:00 a.m.-12:00; Skutt Ballroom. There will be three presentations that lead to three breakout sessions that will discuss the eight Ignatian Values. The program will be open to all faculty and staff.
- e. Policy, Strategy, and HLC updates

The Credit Hour Policy is in final approval process. The Student Complaint Policy has been submitted for approval. The Distance Education State Complaint Policy and State Authorization efforts continue to be updated.

III. Discussion/Updates/Works-in-Progress

a. HLC Updates

- i. Quality Initiative—Approved by President's Council
The Quality Initiative proposal was discussed by the UAC.
- ii. Credit Hour Policy
The policy has been approved with edits and now is pending additional review.
- iii. Student Complaint Policy
The policy is with the Administration for approval.

b. TaskStream Implementation Team Updates

- i. Workspaces in TaskStream not being utilized are being eliminated. Refer questions to Mary Ann Danielson.
- ii. Ability to combine degrees into one workspace
Degrees can be combined into one workspace. Refer questions to Mary Ann Danielson.
- iii. Inclusion (or not) of certificates
The UAC committee discussed the inclusion of certificates in TaskStream reporting for 2013-2014 assessment cycle.
- iv. Co-curricular reporting/rubric (language) implications
The rubric language was discussed and recommendations offered by UAC.

c. Annual Assessment Reporting

- i. Draft of this year's letter (for 2012-2013 assessment reports) will be distributed in October. At the end of October, the dean's will receive a letter informing them of the progress of their division/school/department with regarding to status of information in TaskStream. Final submission of information for 2012-2013 will be January 31, 2014.
- ii. Discussion on what goes into the joint report/letter; deadlines for submission; etc.
The committee discussed what the joint report/letter was to include. A draft of the report/letter will be sent to the committee prior to be shared with the Deans.

IV. Meeting Adjourned 9:05 a.m.

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

November 12

December 10

January 14

February 11

March 11 (March 18, alternative date)

April 8

May 13