

1. Introductions

All members of the UAC were present. Introductions of members ensued.

2. University Assessment Glossary

The present version of the assessment glossary was shared with committee members. Scott Chadwick asked each person to review the glossary to provide definitions for any terms relevant to his or her area and to provide an other editorial suggestions.

3. Annual Assessment Reports

a. Request for information from the colleges and schools

Scott began discussion of a new reporting system for college and school level assessment reporting. He suggested that the focus should be on the assessment-analysis-feedback-change loop rather than focusing on assessment plans without tracking the extent to which those plans are executed. General discussion followed with unanimous agreement reached on this reporting system.

b. Assessment status by programs

Scott proposed a six-level categorization through which colleges and schools could report their programs' assessment status. Those six levels include: 1) learning goals, 2) learning objectives, 3) data gathered, 4) data analyzed, 5) analysis discussed and compiled into feedback, 6) feedback used to change curricula and programs, as appropriate. Discussion ensued. Concerns about increased college and school-level reporting were expressed. Scott said he would work on a method to minimize that reporting burden. With that stipulation, unanimous agreement was reached.

4. Other items for discussion

No other items were discussed.

Meeting adjourned at 8:55 a.m.