

University Assessment Committee

Meeting Minutes

April 14, 2014

Meeting was called to order @ 3:00 pm.

Minutes from the March 20, 2014 meeting were approved as submitted.

I. ETS Proficiency Profile Status Updates –

- a. The committee reviewed a handout containing an overview of the target population demographics for (1) college of primary major, (2) total SAT score range, (3) GPA range, and (4) gender, as well as those same statistics for the ETS Proficiency Profile sample-to-date. Despite falling short of the initial goal of 100 to 110 test-takers in the sample, the committee felt that the sample of 70 was representative of the target population of seniors and p2 (pharmacy) students in terms of the demographics used for tracking/shaping the sample. Mike Garr noted that a Chi Square Goodness of Fit Test may provide sufficient evidence that the sample is not statistically different from the total population.
- b. Brian noted that 1 additional test-taker was scheduled to take the test, and that testing sessions were scheduled through end of day on Tuesday, April 15th. No additional students expressed interest in participating following a recent call for participation distributed through the academic department chairpersons.
- c. Following any additional students taking the test on the 14th or 15th, testing will be closed so reports can be run and analyzed from the data, and shared with the General Education Committee (GEC).

II. Other General Education Assessment Taking Place this spring/summer –

- a. Amjad and Brian presented to the committee about an assessment taking place this spring of the General Education Area II (Scientific World) which is a follow-up to the same assessment conducted in spring 2012. A team of Wilkes Science Faculty, headed by Holly Frederick, and including Amjad and others will be conducting the assessment, with the support of Institutional Research. Amjad noted that the team of science faculty will undergo a ‘norming’ session (recommended at a recent GEC meeting) to ensure that all raters interpret the scoring rubrics in a consistent way. Brian circulated a copy of the assignment that will be distributed in all 105 (non-science major) science courses this spring, and Adam projected a copy of the spring 2012 report for context.
 - i. The committee came up with several items to be considered for the assessment, such as the class year of the assessed students, whether the course meets the 1st or 2nd science requirement for the assessed students, and whether there is a consistent way to address student motivation for the assessment (e.g. Will it be a graded assignment?...is it high or low stakes for participating students?). Resulting analyses should be at least consistent with those from the 2012 assessment. Brian

will summarize UAC recommendations and share them with Holly following the meeting.

- b. Marcia Balester (First Year Foundations Program Coordinator) has been working with Brian to customize a version of the Written Communication rubric used for the spring 2012 Gen Ed assessment of seniors and p2s – so that it is appropriate for first-semester, first-year students in FYF courses. All FYF courses share a common assignment – a self-reflection paper assigned at the beginning and end of the course. The revised rubric will be used to assess any changes in writing proficiency from beginning to end of the course. Janet Starnier in the English Department has been asked to review the revised rubric. Following Janet’s review, Marcia will bring it to the GEC.

III. Program Review Update

- a. Brian indicated that another round of program review will occur this summer and into the fall. Brian sits on the Middle States Periodic Review Report (PRR) Committee, which had deemed summer into fall a necessary time period to conduct the review. The forms used for program review have undergone slight revision since the last round, and should be shared shortly with the Deans and VPs on President’s Cabinet for additional review, comment and revision prior to summer. Rhonda had suggested that a recommendation be made to the PRR group for any faculty or staff with notable experience with program review to be consulted for assistance in review of the forms.

IV. Other (Institutional) Assessment Underway this spring –

- a. Brian provided a handout (printout of the survey research timeline available on the ‘Information, Analysis & Planning’ office website), detailing the surveys that have been administered at Wilkes, and when. This included past, present and future and was organized by survey and academic year. Surveys administered this spring include the (1) Adult Student Priorities Survey (ASPS) – focused on graduate student satisfaction and priorities, the (2) Your First College Year (YFCY) Survey – focused on the experience of first-year freshman undergraduates, (3) Wilkes in-house Graduation/Exit Survey – focused on the experience of graduating seniors and P4 Pharmacy students, (4) Athletic Surveys for spring sports, and (5) the Higher Education Research Institute’s (HERI) Faculty Survey – focused on the Faculty Experience.

V. Next Meeting Date/Plans –

- a. The UAC will plan to meet one more time before the end of the semester. It was recommended that Terri Wignot and Anne Skleder be invited, since we are advisory to the Provost. We should be able to review results from the ETS Proficiency Profile at the next meeting also. Brian will contact committee members to schedule a date for the meeting.

Meeting adjourned at approximately 4:15 pm.