

**University Assessment Committee
Meeting Minutes for May 5, 2017
Room: CSC 103**

Attendees: Brian Bogert (co-chair), Christine Mellon, MaryBeth Mullen, Elizabeth Sullivan, Patricia Sweeney (co-chair)

The meeting was called to order @ 11:10 am.

Minutes from the April 25, 2017 meeting were approved without revision.

Items for Additional Discussion

- MaryBeth Mullen brought to the group's attention that the best source of information that Wilkes has to support the placement component of the full academic program review is available on the Career Services page on the Wilkes website. The placement information available there is for recent bachelor's alums who graduated 6 months to 1 year ago.

Norming Session for Full Review

- The majority of the meeting time was spent in a norming session for the Administrative Full Review. Handouts were provided for 1 administrative unit. Brian facilitated the group's review.
 - No new recommendations were made for changes to either the administrative full review form or the associated UAC assessment process review guidelines.
 - There was some discussion regarding the full review used for norming, as several items included as objectives were more tactical in nature. This limited the scope of the review, and clarity in how the unit is performing towards achieving their mission.

The meeting was adjourned at approximately 12:00pm.