

University Assessment Committee

Meeting Minutes

December 9, 2013

Meeting was called to order @ 3:16 due to compressed schedule

Minutes approved as submitted with one edit (typo)

Updates:

- A graduate MBA student will be appointed to the UAC and will begin attending at the start of the spring semester.
- Brian met with Janine Becker to follow up on the student services metrics. Their recent focus has been on student satisfaction and quality control procedures. There has been a concerted effort to document procedures to ensure accuracy and consistency. Student complaints are tracked and entered into Banner, and can be extracted to analyze the different experiences and issues of different student groups. . Brian suggested to Janine via email that student services consider incorporating graduate student satisfaction metrics to expand student services' metrics to cover all relevant student populations served.
- The mapping project is tabled for the moment. The UAC is giving its attention to a review of the suggestions and recommendations related to assessment that emanate from the Middle States Self Study and Visiting Team Report. It is intended that this review lead to the UAC recommending to the Provost how these points be addressed in preparation for the next MS review (Periodic Review Report, due in June 2015).

Next Steps:

After considerable discussion about the next steps for the UAC it was suggested that the UAC forward the following recommendation to the Provost -

Recommendation:

The UAC recommends the Provost attend the first meeting in the spring semester to discuss progress to date and next steps. We are seeking guidance on how to proceed to best support the Provost with the development of an institutional culture of assessment and the upcoming Middle States review process.

Meeting adjourned @ 4:04 PM

Respectfully submitted,

Rhonda A. Waskiewicz