

University Assessment Committee (UAC)

Minutes

September 30, 2013, 2:30-3:30PM

Fenner Hall

Attendees: Brian Bogert, Diana Keosayian, Amjad Nazzal, Rhonda Waskiewicz, Adam Welch, Ge Xiao

- Meeting **called to order** by Brian Bogert at 2:35 pm
- **Meeting minutes** from the May 8, 2013 and September 9, 2013 meetings were reviewed and approved without revision.
- The committee briefly reviewed and signed off on the **committee charge** language. Brian will check with Marcia Farrell (FAC Chair) as to appropriate next steps (other approvals necessary? etc.)
- Due to limited faculty attendance at the meeting, it was suggested that the **faculty co-chair** be nominated via a brief SurveyMonkey survey. Brian will develop and distribute the survey following the meeting.
- Brian and Diana Keosayian spoke briefly about having attended a recent Middle States-sponsored workshop entitled, '**Becoming an Assessment Facilitator**'. Both found the workshop beneficial, particularly the 'practice facilitation' exercises. It was recommended that additional committee members attend when the workshop is held in the future.
- Rhonda Waskiewicz and Brian contributed feedback received from their recent '**Assessment**' **presentation to FAC**. The presentation ties together course objectives with learning methods, assessment methods, program or educational outcomes and Wilkes learning objectives. An example from the Pharmacy program was incorporated, to demonstrate the application of the model to a program's curriculum and learning outcomes.
 - Rhonda and Brian will be presenting the information again at the full faculty meeting on Oct 3rd.
 - It was suggested as a next step to discuss this framework with Terri Wignot (Interim Provost).
 - There was energy within the committee towards applying this framework to an array of academic programs to ensure the model is pliable enough to be applied across disciplines. Faculty committee members in attendance suggested possible programs that could be used to 'pilot' the framework for use outside of the Pharmacy program.
- Brian and Diana provided an overview of a **new 'Assessment' website**, developed primarily by Diana over the summer. The intent of the discussion was not to present a finished product but to present a general framework for the committee to react to and suggest revisions as necessary. Several suggestions were shared within the meeting (bulleted below). The committee is encouraged to continue to review the 'draft' website for additional suggestions for improved communication and assessment support.
 - It was suggested as a next step to bring outdated program-level accreditation information/schedule (to be on assessment site) to Terri Wignot's attention for discussion at a Dean's meeting.
 - Additional materials could be made available in an 'assessment instruments' section of the site, incorporating brief, engaging steps for developing rubrics, curriculum maps, etc.
 - Use of the website or internal portal as a forum for communicating things like systems used by different programs for assessment, sharing good/effective assessment practices, providing examples of how collected, analyzed assessment data has been used, etc. was also suggested.
 - An 'Assessment Resources' section could be expanded to include websites for external accreditors, and popular venues for publication/presentation on assessment.
- John Hepp (GE chair) will be invited to the next UAC meeting in order to determine how the UAC may assist the GE Committee with **General Education Assessment** during the 2013-14 academic year.
- The **next UAC meeting** will be on Monday, October 14, from 3-4pm in Fenner Hall.
- Brian will send out **meeting invitations** through the end of the fall semester shortly.

Meeting adjourned at approximately 4:00 pm