

## University Assessment Committee (UAC) Minutes

November 25, 2013, 3:00-4:00PM, Fenner Hall

**Attendees:** Brian Bogert, Mike Garr, Blake Mackesy, Amjad Nazzal, Adam Welch, Ge Xiao

- Meeting called to order by Adam at 3:04 pm
- Minutes from the November 11<sup>th</sup> meeting were approved.

### Updates

- Adam attend FAC meeting on November 14<sup>th</sup> to speak to the change of the UAC charge for incorporation into the Faculty Handbook. He presented the description of the University Assessment Committee (UAC) to the FAC. Suggestions for modifications to format will be incorporated and will go to the full faculty for vote.
- Brian provided an overview of updates since the November 11<sup>th</sup> meeting.
  - Dale Bruns will decide on CSC representative for the University Assessment Committee. The plan is to bring it up at the CSC Chairs meeting. Brian will follow up and contact Dale after Thanksgiving break.
  - Justin Matus has agreed to identify an MBA student to serve as a student representative to begin in the spring 2014 term. May be a graduate assistant. Brian to follow up with Justin Matus.
  - Mapping (Course-to-Program Objectives) Pilot
    - Brian met with Larry Kuhar to discuss the potential of the English department participating in mapping project. The department already has a process in place that aligns course level-program outcomes. The current process appears to be working. and they are not inclined to participate in new mapping project at this time
    - A discussion took place of ways in which the mapping component can lay the foundation for serving the needs of the department and the Assessment Committee. There may be a role for the Deans to be involved in embracing participation in representing the activities of both the departments and the University. May be resistance from those departments that have outside accreditation requirements.
    - Mapping exercise is intended to provide a format for demonstrating the alignment of Undergraduate programmatic student learning outcomes with institutional student learning outcomes. The documentation collected in Spring 2012 was discussed.
    - ISLO from 2007. Do they need to be revised?
    - Mapping exercise discussion tabled for now.

### Review of Assessment-related recommendations from 2010 Self-Study

- Related discussion from the last meeting and the need for ongoing assessment of the Student Services function – to “improve its functions, effectiveness, and efficiency for undergraduate, graduate, and employee processes”. Brian is still attempting to connect with Janine Becker (Executive Director of Student Services) to discuss the assessment activities and metrics being used in the Student Services office. A report written by Maggie Lund was discussed.
- Assessment-related recommendations resulting from the 2010 Self-Study, and the suggestions for Improvement from the 2010 MSCHE Visiting Team Report-specifically Middle States accreditation standards 7 (Institutional Assessment) recommendations and suggestions were discussed.
- Are the mapping and assessment activities easy enough to be sustainable? What is a program or department doing to improve upon itself? What is UAC doing to support these efforts? How do you make it simple, communicated well and fully supported by the chain of command?
  - Faculty development regarding assessment was called for in the MSCHE report.
  - Governance Structures: Greater inclusion of Deans and Chairs in decision making.
  - Adam to move forward to make the 5 Institutional Student Learning Outcomes more prominent.

Meeting adjourned at 4:03 pm

Next meeting: December 9 @ 3:00 in Fenner Hall. This will be that last meeting of the semester.