University Assessment Committee
Approved Minutes of the May 4th, 2012 Meeting
9:00 -10:30 a.m., Raynor Conference Room A

ATTENDANCE
Present: Sharron Ronco (Chair), Rebecca Bardwell, Jon Dooley, Kim Halula, Thomas Hammer, Todd Hernandez, Allison Kruschke, Noreen Lephardt, Laura MacBride, Gary Meyer, Michael Monahan, Michelle Nemer, Fred Sutkiewicz, Christine Taylor, Joyce Wolburg and Jean Zanoni

REFLECTION/PRAYER
The meeting was called to order at 9:05 a.m. by Sharron Ronco. Laura MacBride offered a reflection. Listed below is the link to the Marquette Magazine video that was shared: http://www.marquette.edu/magazine/recent.php?subaction=showfull&id=1333376039&archive=

APPROVAL OF MINUTES
Minutes of the March 23, 2012 meeting were approved unanimously without correction.

CONTINUING ITEMS
- **Follow up on Programs in Need of Assessment Plans:**
  At the March 23, 2012 meeting, there was a discussion on the programs without outcomes or assessment reports. Discussion continued at the May 4 meeting regarding updates of the specific programs previously reviewed:
  - *International Affairs* (Undergraduate Arts & Sciences): A plan was submitted to Chairperson Ronco with the intent to be reviewed at the May 4 University Assessment Committee meeting.
  - *Construction Engineering and Management* (Undergraduate Engineering) and *Graduate Engineering Programs*: Chris Perez will check into the status of these plans.
  - *Criminology and Law Studies* and *Psychology* (Undergraduate Professional Studies): Christine Taylor will check on status of these plans.
  - *Philosophy PhD* (Arts and Sciences): Mike Monahan is following up on the status of the plan.
  - *Executive MBA* and *Entrepreneurship Certificate* (Graduate School of Management): Noreen Lephardt reported that all program plans will be updated by May 30.
  - *Digital Storytelling* (Graduate Communication): Joyce Wolburg reported that the assessment plan will be completed by the end of the semester.
  - *Clinical Mental Health Counseling* (Graduate Education): The program is continuing to work on an assessment plan.
  - *Speech Language Pathology Bilingual Certificate* (Graduate Health Sciences): Dr. Steven Long, SLP Graduate Program Director, and Dr. Brenda Gorman, a bilingual SLP faculty member, will formulate and submit an assessment plan to Chairperson Ronco.
Clinical and Translational Rehabilitation Health Sciences MA and PhD
(Graduate Health Sciences): A plan was submitted to Chairperson Ronco with the intent to be reviewed at the May 4 University Assessment Committee meeting.

Graduate Nursing Programs: Lea Acord will speak with Dr. Maureen O’Brien, the Associate Dean for Graduate Programs, and provide feedback to Chair Ronco.

Ph.D. Programs: Chair Ronco will talk to Craig Pierce about a plan for the Interdisciplinary Ph.D. Chair Ronco will also speak to Dr. Jeanne Hossenlopp, Vice Provost for Research/Dean of the Graduate School, about the status of the overall Graduate School Assessment Plan.*

*(According to the 2011-12 Annual Committee Report from the University Board of Graduate Studies to the University Academic Senate: “After an October meeting with Dr. Sharron Ronco, MU's assessment director, the UBGS continued to develop and refine a set of essential general Graduate Student Core Learning Outcomes: outcomes for graduate education at Marquette. The amended document was approved by the UBGS at the November meeting, and thereafter supported by Dr. Ronco. Dr. Jeanne Hossenlopp afterward sent the document to the Directors of Graduate Studies (DGS) of the various units on campus, who then provided commentary and feedback. The UBGS completed its work on the document at the May 2012 meeting.)*

Sports Law: Tom Hammer is working with them on the assessment plan.

Status of Core Curriculum Development Grants:
Mike Monahan, Director of the Core of Common Studies, reported that a total of 15 Core Curriculum Development Grant applications were submitted from six different colleges. All grant applications were approved. The next step is to notify everyone that their grant application was approved. The summer will be dedicated to establishing rubrics for evaluating the data collected. With the goal of having at least one grant submission from every college, a list of faculty applicants for this year will be sent to the Associate Deans for follow-up in their respective colleges. Follow-up will include encouragement for faculty to participate in this application process next year.

Dr. John Su, Professor and Director of the Undergraduate Program in the Department of English, will assume the responsibilities of Director of the Core of Common Studies in Fall 2012.

NEW BUSINESS

Review of Assessment Plan for the PhD and MS Programs in Clinical and Translational Rehabilitation Science
Committee member feedback regarding a review of the Assessment Plan for the PhD and MS Programs in Clinical and Translational Rehabilitation Science included:

- Performance indicators are needed.
- Learning outcomes must also include ethical behavior in research and clinical practice.
- Learning outcomes #4, #5 and #6 for the CTRHS PhD program appear to be redundant in nature. If not redundant, then each outcome needs to be clarified.
The learning outcome for the CTRHS MS program, “Contribute to original research project”, is too vague and needs to be more specific. Chair Ronco will meet with Dr. Paula Papanek, Program Director, and help in the development of a full assessment plan.

- **Review of Assessment Plan for the Interdisciplinary Major in International Affairs**
  
  Committee member feedback regarding a review of the Assessment Plan for the Interdisciplinary Major in International Affairs included:
  - Who will be responsible for the assessment for the major?
  - Learning Outcome 2 (Theoretical Understanding):
    “Reflect on patterns of policy and practice in International Affairs, with particular attention to their causes, in light of theories drawn from different disciplines (including but not limited to the core disciplines of political science, economics, and history.”
    
    The recommendation was made that since “reflect” cannot be measured, a better term to use would be “articulate”.
  - Learning Outcome 3 (Writing and Analysis):
    “Demonstrate the ability to employ analytical, research and writing skills as appropriate.”
    
    The recommendation was made to delete “as appropriate”.

  
  Committee member feedback regarding a review of the Second Topic Draft for HLC Core Component 4.B (The institution demonstrates a commitment to educational achievement and improvement through ongoing assessment of student learning.) included:
  - Subcomponent 1 (The institution has clearly stated goals for student learning and effective processes for assessment of student learning and achievement of learning goals.)
    - Be sure to direct reviewers to the Assessment website.
  
  Subcomponent 2 (The institution assesses achievement of the learning outcomes that it claims for its curricular and co-curricular programs.)
    - Include the evolution of assessment on campus.
    - Reference the annual process for evaluating each unit’s assessment plan.
    - Be sure to include professional programs (Law, Dentistry, Physical Therapy and Physician Assistant Studies) in the evaluation.
    - Be sure to make the case that as an institution, we are doing assessment AND that the institution is doing a good job of assessment. An area that needs improvement and is currently being worked on is better integration of overall outcomes.
Subcomponent 3 (The institution uses the information gained from assessment to improve student learning.)
- Be sure to include all evidence that has led to curricular design changes. Members were asked to send additional evidence to Sharron to be included in the evidence section.
- Another example to include in the evidence section would be the new Simulation Lab in the College of Nursing.
- A review of the Annual Reports that each Dean submits to the Provost may provide additional evidence in this area if a Dean has requested additional resource needs that were identified through the college’s assessment plan.
- Based on institutional assessment, the need for a full-time Assessment Director was identified. The University has now hired a full-time Assessment Director (Dr. Sharron Ronco).

Subcomponent 4 (The institution’s processes and methodologies to assess student learning reflect good practice, including the substantial participation of faculty and other instructional staff members.)
- The University is very strong in this area.
- Regarding evidence for Subcomponent 4, the list should include all individuals who have attended Assessment Workshops at IUPUI and any other national Assessment Workshops. Also, include guest speakers brought to campus by Dr. Bloom who assisted in the initial development of Assessment at MU.
  (Committee members were requested to send a list of outside Assessment programs they had attended to Chair Ronco. A review of previous University Assessment Committee minutes should provide a list of guest speakers brought to campus and former committee members who attended national Assessment Workshops.)
- Assessment Workshops presented nationally
  - Peggy Bloom and Jon Dooley
  - Peggy Bloom and Gary Meyer

OTHER BUSINESS
- Five committee members have terms that expire in 2012: Dr. Rebecca Bardwell (College of Education), Professor Thomas Hammer (Law School), Allison Kruschke (MUSG student representative) Michelle Nemer (Graduate Student Organization) and Dr. Fred Sutkiewicz (School of Dentistry). All five committee members were thanked for their committed service on the University Assessment Committee. Drs. Bardwell and Sutkiewicz have renewed their committee membership for another three year term.

ADJOURNMENT
The meeting was adjourned at 10:40 a.m.

Respectfully submitted,
Kim Halula, Recorder