OFFICE OF THE PROVOST
MEMORANDUM

TO: Dr. Cheryl Maranto, Chair, University Academic Senate

FROM: Dr. Sharron Ronco, Assessment Director

RE: Annual Report of the University Assessment Committee

DATE: April 10, 2018

Section 9.03 - The University Assessment Committee (approved September 18, 2017)
The University Assessment Committee is a committee of the Academic Division. The committee addresses and advances effective assessment of student learning at Marquette University.

Responsibilities:

1. Develop, implement and maintain a framework for university assessment.
2. Support and promote systematic, timely, high-quality assessment practices in the academic programs, Core of Common Studies and co-curricular units.
3. Review and approve new or substantially-revised assessment plans.
4. Provide written feedback and advice to programs undergoing Academic Program Review on their assessment processes.
5. Establish policies and procedures to support assessment.
7. Provide a written annual report to the UAS.

Member Responsibilities:
Members will function as conduits between their colleges or units and the committee in matters related to student learning assessment, including:

1. Providing guidance and feedback to program assessment leaders and faculty on assessment activities.
2. Monitoring the currency and submission of assessment plans and reports.
3. Proposing, coordinating and participating in professional development activities to promote effective assessment practices.
4. Communicating information and action items from the committee to the member's college or unit.

Membership: The committee will consist of three faculty members from the College of Arts & Sciences and one faculty member from each of the other colleges and schools; one representative each from the Raynor Memorial Libraries, Division of Student Affairs and Office of Institutional Research and Analysis; the Director of the Core of Common Studies; one undergraduate and one graduate student. The members will be selected according to the rules of each unit and appointed by the Provost. Members should be knowledgeable and enthusiastic about assessment of student learning, and willing to promote its advancement within their colleges and units. All members serve with full voting privileges. Representatives from the colleges and units serve three-year staggered terms and students serve for one year. Terms are renewable. The Committee will be chaired by the University Assessment Director, who will serve as an ex-officio, non-voting member.

2017-18 Membership:
Sharron Ronco (Chair), Assessment Director
Jeanette Kraemer, Klingler College of Arts and Sciences
Stephen Guastello, Klingler College of Arts and Sciences
Marta Magiera, Klingler College of Arts and Sciences
Paul McInerny, College of Business Administration
Connie Petersen, Diederich College of Communication
Karen Evans, College of Education
Baolin Wan, College of Engineering
Jeremiah Barrett, College of Health Sciences
Susan Bay, Law School
Marilyn Bratt, College of Nursing
Fred Sutkiewicz, School of Dentistry
Sarah Feldner, Director of the Core Curriculum
Jean Zanoni, Raynor Memorial Libraries Representative
Crystal Lendved, Office of Institutional Research and Analysis
Joya Crear, Division of Student Affairs
Brittney Wyatt, Graduate Student Organization (September – March)
Margaret Duffy, Graduate Student Organization (April - May)
Joshua Steinfels-Saenz, MUSG

Meetings:
The UAC met 9 times; in addition, most UAC members attended the Peer Review Seminar in November.

Highlights of Committee Work and Accomplishments:
• Monitored assessment of over 100 academic programs. Members followed up with programs that failed to report or were in need of intervention.
• Completed Assessment Process Rating Guides for 4 programs undergoing Academic Program Review in 2017-18. The ratings provide feedback to programs on the perceived effectiveness of their processes for assessment of student learning.
• Approved new Roles and Responsibilities of Program Assessment Leaders (PALs) document.
• Participated as table facilitators for the Peer Review Seminar.
• Discussed ideas for follow-up from Peer Review Seminar.
• Reviewed and approved 6 new or substantially revised assessment plans.
• A subcommittee of the UAC viewed vendor presentations for assessment reporting software (alternatives to ARMS- current contract ends 6/30/2018).
• Identified 12 assessment topics for development of online training materials.
• Met with the Vice Provost for Academic Planning to give feedback on succession plan for assessment.
• Will review and approve the annual Institutional Assessment Report at its final (May, 2018) meeting.

Unfinished business
• The current contract for ARMS will be extended for one year while the university community continues to investigate best options for future assessment reporting and related needs.

Committee recommendations for future and unfinished business:
• Assist in the development and review of online tutorials for assessment.
• Investigate alternatives to the annual Peer Review Seminar, such as professional development workshops for faculty.
• Provide guidance and assistance to new assessment director.
• Approve assessment plans for new programs.
• Decide on software for assessment reporting post-AY2019.
• Provide feedback on assessment processes to programs undergoing Academic Program Review in AY2019.
• Monitor assessment of the core curriculum and co-curricular programs.
• Review results of student surveys, including the Graduating Senior Survey, Multi-Institutional Study of Leadership, Undergraduate Alumni Survey, First Destination Survey and First-Time First Year Student Survey. Where implications for assessment are identified, make recommendations for follow-up.