

**University Assessment Committee
Minutes of the December 7th, 2012 Meeting
9:00 -10:30 a.m., Raynor Conference Room A**

Attendance

Present: Sharron Ronco (Chair), Rebecca Bardwell, Jon Dooley, Kim Halula, Todd Hernandez, Noreen Lephardt, Laura MacBride, Michelle Nemer, Chris Perez, Eva Soeka, John Su, Joyce Wolburg and Jean Zanoni

Reflection/Prayer

The meeting was called to order at 9:02 a.m. by Sharron Ronco. Eva Soeka offered a Reflection.

Approval of Minutes

Minutes of the November 16, 2012 meeting were approved unanimously without correction.

Summary Report on Academic Advising (Jon Dooley)

On behalf of the University's Institutional Survey Steering Committee, Jon Dooley provided committee members with a document entitled "*Academic Advising: Data from Recent Surveys*". This summary document compiled data from four survey instruments (*National Survey of Student Engagement (NSSE) 2.0 Pilot Study (2012)*; *Graduating Senior Survey (2011 and 2012)*; *Survey of First-Time Freshmen (2012)*; and, *Marquette University Student Government (MUSG) Survey (2011)*.) into a single report. These four survey instruments were administered between Spring 2011 and Fall 2012 and were designed to provide information about student experiences with and perception of academic advising at Marquette.

Committee members were requested to review the information in this report and share the contents with the appropriate individuals in their respective colleges.

Update on Knowledge Area and Core Assessments (John Su)

John Su, Director of the University Core Common Studies, gave a presentation to members of the UAC on the current status of assessment efforts for the University Core. The Core Curriculum Review Committee is continuing to develop and implement a new two-tiered system of assessment, and the following documents are presented for UAC feedback and advice:

- (1) approved policy document: knowledge area learning outcomes assessment;
- (2) approved knowledge area learning outcome assessment report: mathematical reasoning;
- (3-7) approved knowledge area learning outcome assessment report: rhetoric (attachments 4-7 are the appendices);
- (8) approved policy document: integrated core learning outcomes assessment;

- (9) approved rubric for senior experience/capstone assessments of the integrated core learning outcomes; and,
- (10) a list of senior experience/capstone courses that will be participating in academic year 2012-13 assessment of the integrated core learning outcomes.

Given the concerns historically raised internally and externally with the assessment of the Core, members of the Core Curriculum Review Committee are eager for this additional level of scrutiny on its assessment processes to ensure that a rigorous, multilevel protocol is developed and implemented.

John had some specific questions for UAC on assessment of the integrated core learning outcomes. These questions were to clarify the necessary thresholds for the senior experience/assessments to be considered robust to internal and external stakeholders. Such thresholds would include, but perhaps not be limited to:

- How many colleges must be represented?
- How many courses must participate for each of the learning outcomes?
- How many students need to be assessed (what percentage of the graduating class)?

John expressed the gratitude members of the Core Curriculum Review Committee feel toward the UAC for its help in improving the assessment process for the University core common studies.

Request for Permanent Graduate Assistant for Assessment (Jon Dooley)

On December 3, 2012, Jon had sent committee members a draft motion for consideration at the meeting. The motion was regarding the recommendation on behalf of the University Assessment Committee to the Office of the Provost for the creation of a Graduate Assistant for Assessment position to support the infrastructure needs of assessment at Marquette University. At the meeting, Jon made the motion that *“the University Assessment Committee supports a recommendation to the Office of the Provost to explore the possibility by all means possible for the creation of a Graduate Assistant for Assessment position to support the infrastructure needs of assessment at Marquette.”* This motion was seconded by Rebecca Bardwell with unanimous support from those committee members in attendance.

After considerable discussion regarding the initial rationale for this motion, the committee agreed that the rationale for the motion to be submitted on behalf of the University Assessment Committee to the Office of the Provost should state: *“By providing support for assessment through a full-time (20 hour per week) graduate assistant in assessment will allow the Director of Assessment to continue to spend time on the substantive aspects of assessment; coaching, training, collaborating with individual program leaders to improve assessment plans and implementation; data analysis and*

report preparation; researching resources, etc. In addition to benefitting Marquette, this assistantship will help prepare graduate students for the expanding accountability, quality improvement and outcome assessment needs of the 21st century workplace. There is hardly a profession that cannot benefit from personnel with this orientation. And finally, the addition of a graduate assistantship in assessment will provide further evidence of Marquette's commitment to its HLC accreditors."

Procedural Issues to Resolve (Sharron Ronco)

- Role of UAC in reviewing changes to existing assessment plans: The UAC should review existing assessment plans if there have been substantial revisions or new items added to a plan. As an "advising body", the UAC will not "formally approve" assessment plans but rather will provide feedback in the form of suggestions.
- Assessment reports with fewer than 5 students: With the new ARMS assessment reporting mechanism, all programs including those with less than 5 students will be asked to prepare annual assessment reports.
- Dropping learning outcomes from the assessment webpage: Again, with the new ARMS assessment reporting format, the learning outcomes that currently appear on the assessment webpage will be removed and archived.

Format and Topics for February Workshops (Sharron Ronco)

Committee members were requested to forward possible topics and format suggestions for the February Assessment Workshop to Sharron Ronco prior to the January 18th, 2013 University Assessment Committee meeting.

Adjournment

The meeting was adjourned at 10:34 a.m.

Respectfully submitted,
Kim Halula, Recorder