

University Assessment Committee
February 7, 2014
9:00 am -10:30 am
Raynor Library Conference Room A
Corrected and approved

ATTENDANCE

Present: Sharron Ronco (Chair), Rebecca Bardwell, Patricia Bradford, Marilyn Bratt, Natasha Hansen, Kim Halula, Tom Kaczmarek, Noreen Lephardt, Laura MacBride, Michelle Nemer, Toby Peters Fred Sutkiewicz, Joyce Wolburg,
Guest: Jodi Blahnick

I. Reflection/Prayer

The meeting was called to order at 9:05 a.m. by Sharron Ronco. The Reflection was offered by Marilyn Bratt.

II. Approval of the January 17, 2014 Minutes

Move to Approve: Joyce Wolburg

Second: Natasha Hansen

Voice vote: unanimous. The 1/17/2014 minutes approved as submitted

III. Continuing Business

Repository for approved historic UAC minutes

Sharron provided a summary of the current status of historic minutes from UAC meetings.

- Approved UAC minutes are archived for one year on the UAC website. At the end of the year they rolled off and could be deposited in the MU SharePoint that the UAC committee can access.
- Sharron has the minutes from 2004-05 forward.
- The Provost's Website is a source of UAC information.

Sharron asked the UAC body to provide input on how many years of older UAC minutes needed to be on the website, where the older UAC minutes should be archived; and who needs to have access to the archived minutes.

1. The UAC body discussed the purpose and value of having open access to historic minutes. The key comments were focused on the value of older minutes. The general comments were that the minutes provide documentation of key decisions, key actions and activity of the UAC since its inception, membership rotation, transparency of UAC process, reflection of shared governance. One member questions the value and purpose of keeping the older minutes. Michele Nemer commented that the minute could all be stored on the file library in ARMS.
2. The UAC discussed the need to set a time limit on the minutes to be archived. There needs to be a mechanism for reviewing and access for the HLC process. The HLC visitation cycle is 10 years; but they do ask for follow-up report in 4-5 years. In general the UAC body was in support of keeping the minutes available, although the question of how many years was not resolved.
3. The UAC discussed the summary report that Sharon provides to the Provost and whether the report should be available to the faculty to access from on-campus or to limit access to the UAC. There was discussion on what content is in the report.

Response: Sharron noted that she provides a yearly UAC Report to the Provost that summarizes the activities and major initiative of the UAC. Fred asked why the UAC hasn't seen the report. Sharron indicated that the UAC has access to the report. If we put the report on ARMS it would be available to all full time faculty; we could ask the Provost's office to upload the report. Sharron indicated that the

- minutes could be archived on SharePoint and that she had sent out the SharePoint access to the UAC at an earlier point in time.
4. A motion was attempted by Noreen Lephardt but there was insufficient clarity. The motion was to keep the annual summary on the UAC website and to achieve historic minutes on SharePoint with UAC member access only.
Discussion again reverted to access and what was on the Provost's website and the need to archive the minutes.
Given the continued discussion a motion was made to table the discussion.

Motion by Tom Kaczmarek: To table the discussion
Second: Patricia Bradford
Voice vote: unanimous

Improving Assessment at Marquette University” with updated status

No discussion of the document

Up-coming UAC training workshops

Sharron reported on the upcoming PAL professional training workshops and encouraged the UAC to attend them. Michele reviewed attendance and confirmed the UAC members who were attending. Sharron will send out another –e-mail reminder next week.

Programs:

Assessing Graduate Programs

Alternative Approaches to Assessment

Improving the Alignment between Program Learning Outcomes and Curriculum

Maturity Model Presentations

Tom Kaczmarek and Noreen Lephardt both gave power point presentations on the CCM maturity model as a possible method of evaluating the assessment process at MU. Maturity models are a method of identifying the levels (Level 1 –Initial to Level 5 Optimizing) of attainment of key measurable goals. One of the primary values is that the organization has defined and independent metrics for evaluation. One of the primary issues of the CMM approach is the resources needed develop the model to specifically evaluate assessment. Noreen indicated that Tom Ganey had presented the Balanced Scorecard maturity model at the UAS that MU will be using for evaluating the Strategic Goals. The UAC discussed inviting Tom Ganey to discuss the model.

Motion by Rebecca Bardwell to invite Tom Ganey to the UAC to discuss the Balanced Scorecard.
Second: Tom Kaczmarek
Voice vote: unanimous

IV. New Business

Results of 2013 Graduating Senior Survey and suggested revisions (Sharron Ronco and Jodi Blahnik)

Sharron and Jodi reported on the new 2013 graduating Senior Survey and asked the UAC to reflect on the results and wording. The response rate was 51%. Tom Kaczmarek asked about who was doing the statistical analysis whether there can be comparisons made between programs. Laura MacBride indicated that descriptive statistics can be generated for a program upon request..UAC discussed some of the results and Natasha noted that question 3 was confusing. Sharron responded that this is why they are getting feedback from different groups. She noted that questions have been cross referenced for validity. Fred Sutkiewicz about the over-all take on the results. Jodi indicated that some are great some are not. Sharron indicated that the open ended questions were sent to the appropriate individuals. Because of issues with the computer connection, Sharron will send the link to the survey results that were discussed.

Request for suspension of assessment for undergraduate Foreign Language and Literature programs

Sharron indicated she had received a request from the Foreign Language and Literature program to suspend assessment while they reviewed their assessment process. They have been using the Foreign Language exam. Fred asked if they could report on their progress. Sharron indicated they would annually.

Motion by Rebecca Bardwell to approve Foreign Language and Literature Request to suspend assessment.
Second Kim Halula
Voice Vote: Unanimous.

The meeting was adjourned at 10:35 a.m.

Respectfully submitted,
Noreen Lephardt