ATTENDANCE
Present: Sharron Ronco (Chair), Marilyn Bratt, Kim Halula, Tom Kaczmarek, Laura MacBride, Michelle Nemer, Joyce Wolburg, John Su, Jean Zanoni

I.   **Reflection/Prayer**
The meeting was called to order at 9:05 a.m. by Sharron Ronco. The Reflection was offered by Tom Kaczmarek.

II.   **Approval of the March 7, 2014 Minutes**
The 3/7/2014 minutes were approved with minor corrections in spelling; Sharron will make corrections.

III.   **Announcements**
  A. Jodi Blahnik, Student Affairs, will be joining the committee for future meetings.
  B. Sharron will ask Tom Ganey to meet with the committee at a future date. Will consider waiting until Fall 2014 academic year for this discussion.

IV.   **Continuing Business**

  A. Update on February Professional Development Workshops
      Sharron provided a summary of the attendance at the three workshops presented this month. There was a decent attendance at the workshops with a total of 36 participants, with the majority from Arts and Sciences (17) along with Business (6), Communication (3), Nursing (1), Health Sciences (2), Education (1), Graduate School, Study Abroad and John Su for the Core. Some attended more than one session.   Participants offered good suggestions such as ask the Deans to make a pitch to their Colleges to get involved. Workshop materials will be placed on the University Assessment website. Participant's deans will get a letter acknowledging the participants from their college. Sharron will repeat workshops in individual colleges upon request.
  B. Archiving UAC Meeting Minutes
      Minutes are posted on the University Academic Senate website that also is the repository of minutes from all the committees across the university. The website also contains the UAC Annual Report. This website is intended to be restricted to on-campus access, but Sharron got access from home computer. What is not archived on this site are UAC minutes prior to October 2011. Sharron has access to minutes prior to this time. Discussion ensued as to what to do with the prior minutes. The question was raised as to whether they should be deposited in the official library archives. **Decision:** Jean Zanoni will look at location of minutes elsewhere; Sharon will examine past minutes and then forward to Dale for posting on UAS website page.

C. <u>Maturity Model:</u>
The committee discussed various mechanisms in which we could implement the maturity model. It was suggested that it be informal and then become more formal as the process evolve. We could focus on specific elements of it (E.g. are the learning outcomes being achieved?) and extract pertinent information out of ARMS. We need to determine what are the standards of the maturity model, what are the top programs in assessment, and where are we in relationship to them. It was suggested that we start with a list of what good programs do regarding a staged approach to assessment and make a list of what are the key elements of moving up the scale of maturity model. It was suggested that perhaps we survey other Universities. The question was raised as to what is the university mandate regarding assessment? There was committee consensus that the mandate for assessment needs to come from the Provost. Faculty may not see the benefits of assessment and need to become aware of what they are.
Decision: It was moved that Sharron prepare a draft of a maturity model for assessment at Marquette University and bring it to the committee for feedback. Motion was carried with no abstentions.

D. **Annual Report UAC**
A summary report is typically prepared including data, types of measures, program improvements, and results from senior survey. This report will come back to the committee to review.

The meeting was adjourned at 10:25 a.m.

Respectfully submitted,
Marilyn Bratt