

University Assessment Committee
September 6, 2013
Approved minutes

Present: Rebecca Bardwell, Patricia Bradford, Marilyn Bratt, Jon Dooley, Mark Federle, Kim Halula, Tom Kaczmarek, Noreen Lephardt, Laura MacBride, Michelle Nemer, Sharron Ronco, John Su, Fred Sutkiewicz, Christine Taylor, Joyce Wolburg, Jean Zanoni.

Guests: Gary Meyer and Toby Peters

The meeting was called to order at 9:01. Noreen provided the reflection.

HLC visit update

Toby Peters and Gary Meyer updated the group on the upcoming HLC visit scheduled for September 30-October 2. They noted that a benefit of the accreditation visit is the opportunity to honestly identify strengths and weaknesses in order to maintain a culture of continuous improvement. Meyer walked us through the five criteria and identified strengths as well as challenges and opportunities. The five criteria are: Mission; Integrity—Ethical and Responsible Conduct; Teaching and Learning-Quality, Resources and Support; Teaching and Learning-Evaluation and Improvement; and Resources, Planning and Institutional Effectiveness. Of the five, Criterion Four addresses the assessment of learning, which most directly involves the University Assessment Committee.

Meyer and Peters addressed the site visit itself, with a team of nine individuals who will visit. They noted that the team will meet with many campus constituents to verify and clarify what they read in the self-study. Open forums will be held for faculty, staff, and students on Sept. 30 at 4 p.m., and we are encouraged to attend. The team will use their expertise to offer suggestions for improvement, make recommendations regarding reaccreditation, and offer any necessary follow up measures.

Meyer and Peters asked that we review the accreditation documents, reflect on our role at MU, and familiarize ourselves with the reaffirmation initiative website at www.mu.edu/accreditation/.

Introductions

Ronco welcomed everyone and asked the group to introduce themselves so that new members of the committee would get to know those who have served before.

Approval of Minutes

The minutes of the May 3 meeting were approved as recorded.

Assessment Goals for the year

The following assessment goals were identified in a brain-storming session.

- a. Read Criterion 4B and prepare for questions on that content for the HLC visit. We will discuss this at the next UAS meeting. This is the most immediate goal whereas others are more long term in nature.
- b. Create an inventory of best assessment practices across the university.
- c. Produce an annual assessment report of aggregated information across the university.
- d. Provide guidance to PALs on making reports public.
- e. Offer a workshop that gives PALs the chance to step back and revisit outcomes for their programs.
- f. Look at reporting systems to consider how to look at individual data—how and what different accreditation groups do.
- g. Consider whether the university core assessment should be integrated with other forms of assessment. Historically, assessment has been through the Core Curriculum Review Committee(CCRC). The UAS agreed that no action should be taken until after the HLC visit, but greater dissemination of information on core assessment might be useful as well as clarification of the relationship between University Board of Undergraduate Studies (UBUS), the CCRC, and the UAS. It was noted that the CCRC reports to provost, rather than senate.
- h. Consider implications from the strategic plan that affect assessment. Tom Gainey is steward of the process and we could connect with him.
- i. Connect the New Program Review process with assessment. The Council for the review process has been formed, but a question is should someone from UAS be on the council? Should this committee review the assessment piece of program review?
- j. Expand resources available to faculty for assessment. Unless we train faculty, more policies won't help. Resources could include but not be limited to workshop materials and an online library of documents.
- k. Consider what the infrastructure will look like for the future-past the HLC visit.

Assessment Website

Michelle showed the redesigned the assessment website, which included workshop materials, reference materials, list of UAS members, plans, FAQs. Sharron asked that we read it for next meeting.

Remaining assessment plans/reports/outcomes cleanup

All plans are accounted for and the requisite information has been put on the website.

October 4 Workshop

The October 4 workshop is aimed at new and current PALs. Two sessions will be offered with a choice of 2.5 hours in the morning or afternoon. Sharron asked that UAS members come to either the morning or afternoon session. She also asked us to think about volunteering to partner on a session.

The meeting was adjourned at 10:28.

Respectfully submitted,
Joyce Wolburg