

**University Assessment Committee**  
October 2, 2015  
Raynor Library Conference Room A

Present: Sharron Ronco (Chair), Susan Bay, Jodi Blahnik, Marilyn Bratt, Karen Evans, Noreen Lephardt, Maureen McAvoy, Laura McBride, Pol Vandavelde, John Su, Fred Sutkiewicz, Baolin Wan, Joyce Wolburg, Brittney Wyatt, Jean Zaroni  
Absent: Andrew Oswald, Guy Simoneau

- I. Meeting was called to order by Sharron Ronco at 9:00 AM
- II. Reflection offered by Noreen Lephardt
- III. Call to approve September 18<sup>th</sup>, 2015 UAC Minutes  
Motion to approve: Maureen McAvoy, Second: Susan Bay  
Voice vote: Unanimous.
- IV. Welcome to Rick Holz, Dean of the College of Arts and Science  
Dean Holz was invited to the UAC to discuss his view of the state of assessment in A&S, and to inquire how the UAC could support assessment in his college.  
Dean Holz comments:
  - Assessment is an important part of education
  - Assessment not a common topic among deans
  - The A&S Chairs of programs had assured him that assessment was going on in A&S
  - **Status Report for the UAC** – First time he has seen one.
    - Would like this to be sent to him regularly and he believe other Deans would also benefit from the report.
    - He noted that some of A&S assessment plans had not been updated in 10 years and that he will follow-up with the chairs.
    - Dean Holts noted Social Cultural Sciences that have 4 majors that assessment can be burdensome.
    - Maureen McAvoy noted that the Status Report does not reflect quality of assessment; assessment should be an expectation as part of the teaching/educational process and not a burden.
  - **Recommendation:** Dean Holz will invite Sharron Ronco to the Dean's Advisory Council starting 2016-17.
  - Dean Holz asked about **Peer Review**
    - Sharron Ronco noted the next Peer Review is Nov 13, 2015.
    - Annual meeting for all Program Assessment Leaders to get together and discuss aspects of assessment and get feedback.
  - **Resources for Assessment in Arts and Science**
    - Pol Vandavelde (A&S faculty rep on UAC) noted that when talking to faculty in A&S some are doing well and some feel that they are doing it without support or resources.

- Dean Holz noted that they don't have staff to support assessment but perhaps the Associate Dean could support. Sharron noted that she was available.
- Fred Sutkiewicz suggested that another representative from A&S may be helpful. Dean Holz indicated that he could have another A&S representative for the UAC for the next meeting.
- John Su noted that changes in the Core Curriculum will most likely impact assessment in A&S.

**V. Review of the UAC Charter and functionality - Sharron Ronco**

Sharron Ronco opened the discussion of the UAC charter noting that there needs to be a review of the scope and authority of the UAC. In the last year there have been reporting changes for the director of the UAC and other responsibilities not reflected in the charter. The University Academic Senate voted on changes in the reporting structure in September.

There was a discussion of membership on the UAC. Do we need to review ex officio membership? What is the status and role of an Institutional Research Representative on the UAC? Does this person need to be a regular member or be a resource person when we need data (discussion tabled)? John Su noted there is a strong argument for increasing the number of faculty representative from A&S.

What is the scope of the UAC? Sharron noted that historically the scope of the UAC was focused on student learning. Fred Sutkiewicz indicated he supported the stated committee scope of student learning. Pol Vandavelde noted that committee can determine its scope. Jean Zanoni asked about Sharron's role (or implied responsibilities) with the change in the reporting structure? Discussion tabled. Sharron will discuss the UAC with Marya Leatherwood, Vice Provost for Strategic and Academic Planning. Discussion will continue next meeting.

**VI. Peer Review Seminar Discussion**

Peer review will be on Friday, November 13, 2015. There will be two sessions approximate 2.5 hours long. Sharron discussed the format of the sessions (short presentation and table discussions). She noted that there will be a rubric for grading programs and asked the UAC members to be table leaders. Jodi Blahnik asked about the Co-Curricular program representation and how they would interface with the academic programs. Sharron noted they will be a part of the peer review process.

Jean Zanoni and Britt Wyatt will look for student recorders for the tables.

Sharron will contact PALs and inform administrators about Peer review.

- VII. Call for a motion to adjourn,**  
 Motion: Jodi Blahnik: Second; Joyce Wolburg  
 Voice Vote: Unanimous  
 Meeting was adjourned at 10:31 AM

Respectfully submitted,  
 Noreen Lephardt