

## University Assessment Committee

April 7, 2017  
9:00 AM to 10:30 AM

### Raynor Beaumier Suite D

## Minutes

**Present:** Sharron Ronco (Chair), Karen Slattery, Brittney Wyatt, Jean Zaroni, Fred Sutkiewicz, Baolin Wan, Marta Magiera, Laura MacBride, Susan Bay, Pol Vandavelde, Jodi Blahnik

**Absent/Excused:** Karen Evans, Stephen Guastello, Guy Simoneau, Sarah Feldner, Margaret Sebern

### I. Call to Order/Reflection

Sharron Ronco called the meeting to order at 9:11am.

REFLECTION/PRAYER                      None

### II. Approval of minutes from March 3<sup>rd</sup>

- Motion to approve: Baolin. Seconded: Fred.

### III. Updates from the Chair

- Sharron has secured a graduate student from the SAHE program for the next academic year to work 10 hours per week. The student who will work with Sharron is very interested in assessment.

### IV. Institutional Assessment / Student Success Report for 2015-16

- Will include the following:
  - Summary of program assessment activities, rating assessment guide process, peer review seminar, UAC actions and supplementary tables of information (best practices, programs with no 2016 report, etc.)
  - Knowledge area assessment (previous Core of Common Studies, wrapped up in 2015-16): Rhetoric and Quantitative Reasoning Results
  - Co-curricular assessment summary of activities, identifying and mapping domains
  - Student Success Report: pass rates for licensure and certification exams, retention and graduation rates, First Destination Survey results (destinations after graduation), selected results Graduating Senior Survey

- Report will be sent to the Deans, Associate Deans, Assistant Deans, Dept. Chairs and UAC members in advance and to the PALs at the beginning of the next year
- Could link best practices or best practice highlights to report (after checking with the programs)

**V. Review of programs without assessment reports for 2015-16, including programs on hiatus (this will be part of the public report)**

- Marta discussed what she knows about MSCS programs on the list and will talk to Tom K.
- Sharron and Pol met with Philosophy
- History may have done some assessment for the core this year but nothing for the major last year
- Construction Engineering got a new chair. Baolin is not sure if Chris Foley or the new chair is doing assessment.
- Question about programs that were or are on hiatus: what should they submit in October?
  - Just a statement saying they were/are on hiatus and updates on their assessment-related progress. Send new assessment plan to Sharron.

**VI. New programs in need of assessment plans**

- Sharron has tried to touch base with some of the new programs
- Dental Biomaterials – only 2 students only 3 years. Fred will check on all the Dental School graduate programs and verify which need plans.
- Marta will look into Applied Statistics program, Data Science program, and Interdisciplinary Bioinformatics (joint between MSCS and Biological Sciences)

**VII. The *Reflection* section in ARMS: Discussion of adding prompts.**

- There is already a short prompt (e.g. what do you conclude from your evidence?). Do we need specific questions to make this more guided?
  - We could add additional questions at the top of the reflection (so PALs don't need to click on the information icon)
    1. What conclusions can you draw from your evidence?
    2. Describe the process you use to review the evidence/results, such as faculty meeting(s).

**VIII. Discussion of roles for students in assessment**

- Should UAC support increased involvement in the assessment process?
  - We could ask at Peer Review how programs are currently doing this or to share ideas of how they could involve students. We'd need to lead up to this by providing information about what involving students in assessment means.

- This fits onto the program assessment evolutionary scale. We just need to get programs to start thinking about involving students overall. Every program could use it at some level.
- This could be added to the assessment report: how might you or how did you involve students in the assessment process? We're interested in learning about this. If you're able to comment on it, that would be appreciated.
  1. Could add this to the reflection page. This could be optional to get people thinking about student involvement. Perhaps it would be better to first introduce at Peer Review.
- For those that don't yet involve students in the assessment process, it will take some education to help them start.
- Is it possible to add a question to the Graduating Senior Survey to get the student perspective?
- Incorporate information about student involvement in communication about new/revised assessment plans

**IX.** Motion to adjourn: Jodi. Seconded: Karen. Meeting adjourned at 10:25 am.