

University Assessment Committee  
April 6, 2018 9:00-10:30  
Raynor Library Conference Room D

Present: Sharron Ronco (Chair), Jeremiah Barrett, Marilyn Bratt, Joya Crear, Margaret Duffy, Karen Evans, Steve Guastello, Jeanette Kraemer, Crystal Lendved, Marta Magiera, Paul McInerny, Joshua Steinfeld-Saenz, Fred Sutkiewicz, Baolin Wan, Britt Wyatt, Jean Zaroni,

The meeting was called to order at 9:04 a.m. by Sharron Ronco. Jeremiah Barrett offered a reflection.

Approval of minutes

The minutes of the March 2, 2018 meeting were reviewed and approved with Jeremiah Barrett motioning to approve and Baolin Wan seconding the motion.

Updates on succession plan for assessment: Jenny Watson, VP for Academic Planning, Jenny reported that she took feedback from last the meeting to the provost which prompted a conversation about how to get more participation in assessment, where assessment should sit, and whether CTL is the appropriate place. A possible proposal for creating an Office of Institutional Effectiveness is being considered. The job description has not changed much other than modernizing the language. A search committee will be formed and hope to post the position by next week. Sharron asked if there was anyone in the local area being considered and Jenny said there was not. Jenny will be attending HLC and will take the job description there and also will distribute the description to the UAC committee. If the search is not successful there will be an interim chair appointed.

Updates from the Chair

- Sharron reported that Brittany is finishing her degree so Margaret Duffy will be our graduate student representative for the remainder of this year and next year. Joshua Steinfeld-Saenz will be continuing as the undergraduate representative for next year.
- The on-line trainings for the 4 priority areas are moving forward with the Information for New Pals launching first. The online modules will be offered in SharePoint rather than D2L. The content for the New Pals module has been set along with an introduction by a current PAL. The entire module will run approximately 10-15 minutes. The process is moving a little slower than hoped due to needing to wait for assistance by the instructional designers.
- Most sections of the Institutional Report are finished. Crystal is waiting for information on pass rates from several programs. When finished, the final report will be approved at the May meeting. It will then be posted on the MU website. Examples of best practice will be included again. This year it also will go to the HLC for review because it is our 5-year report cycle.
- We are on schedule for our assessment of the co-curricular areas. We are on track to have evidence for Domain A (Life Skills) and domains D and E (intercultural competence

and social justice) have been investigated by a group of SAHE students for their capstone project.

### Updates on assessment of the Core Curriculum

Here are the key points of where we are on the Marquette Core Curriculum and assessment:

1. Core Implementation Committee has reviewed courses and as a part of the course proposal process each course had to identify an assignment or activity that would allow for an assessment of the learning outcomes.
2. With the foundations courses in Theology, Philosophy and Rhetoric – each department developed a standard syllabus template for all people who are teaching the courses. Also, each class will have a common assignment that will be directly tied to the learning outcomes.
  1. For assessment purposes we will collect a random sample of these assignments from these classes. (We will have to go with Sharepoint for now, but hope to find software that will help with this in the long run)
  2. We will focus on assessment for these 3 courses in this first year.
  3. In addition to the assignments, we will ask for instructors to do an evaluation of the course and how the class went as a whole – these are not direct measures but will provide insight into how students were engaging with content.
3. The foundations ESSV (engaging social systems and values) courses had a specific assignment designated. The process for this parallels the foundations. In this case, departments will be asked to have a designated assignment.
4. Discovery courses – we will not be outlining this in the coming year. To be prepared for this, we are developing guidelines for all faculty who teach Discovery Tier Courses. This will include information with what is needed for an assignment that can be collective for assessment.
5. For our assessment process, we will do an annual assessment workshop in which faculty will review the collected assignments and reflect on the meanings.
6. This summer the CCIC will work on rubrics and assignment guidelines.

Fred commented that the idea for random sampling of assessments is preferable to trying to gather assessments from all students.

### Following up on new programs in need of assessment plans

Computational Math degree may be replaced by Data Science degree which is a new program. Applied Statistics is a new program. The proposal has SLO's but is missing methods and measures. Interdisciplinary Neuroscience PhD and Supply Chain Management are also new programs with assessment plans in the proposals. We might want to review these assessment plans in the Fall. Sharron has followed up with programs that are still missing an assessment plan but has not heard back from several. Marilyn asked about assessments for all online programs that are also offered on campus.

Annual Report of the UAC to the University Academic Senate

The report is due April 20<sup>th</sup>. Sharron asked for revisions to the prepared draft. It was suggested that we add that we met with Jenny Watson to keep the hiring process moving, and to change all accomplishment items to past tense. The following suggestions for Unfinished Business were offered: decide on new software for assessment reporting, offer guidance and assistance to new Director, approve new programs, monitor assessment of the Core Curriculum, continue to develop online tutorials/training for PALs, discuss and/or decide on alternative formats for peer review, provide assessment feedback to programs undergoing review in academic year 2018-19, continue to monitor implementation of co-curricular assessment under the new structure, look at results of Graduating Senior Survey, First-Time, First-Year Student Survey, Undergraduate First Destination Survey, Undergraduate Alumni Survey, and Multi-Institutional Study of Leadership.

Jeannette Kraemer motioned to adjourn and Steve Guastello seconded.  
The meeting was adjourned at 9:55 am.

Respectfully submitted,  
Karen Evans