

University Assessment Committee (UAC) Minutes, November 4, 2015

University Assessment Committee (UAC)

Follow this and additional works at: <http://utdr.utoledo.edu/higher-learning-commission>

This Meeting Minutes is brought to you for free and open access by the Office of the Provost at The University of Toledo Digital Repository. It has been accepted for inclusion in Higher Learning Commission by an authorized administrator of The University of Toledo Digital Repository. For more information, please see the repository's [About page](#).

University Assessment Committee

Wednesday, November 4, 2015

1:30 – 3:30 p.m.

HH1711

Minutes

Attendees: Aimee Mendelsohn, Kim Pollauf, Virginia Speight, Wendy Cochrane, , Holly Monsos, Sue Ann Hochberg, Mary Ellen Edwards, Scott Molitor, Marilynne Wood, Laurie Mauro, Alana Malik, Steve Peseckis, Connie Shriner, Barb Kopp Miller, Susan Pocotte, Nancy Staub, Llew Gibbons, Stephanie Shaulskiy, Vicki Steiner

UAC Chair Report- Scott Molitor on behalf of Chris Roseman

- 75% of program/service reports are in. Still need to account for 25% of the outstanding reports that were due on 11/1/15.
- Connie, Thea, Heather, Alana, and Chris had a HLC meeting on 11/3/15 regarding offsite program assessment reporting and that the group will be discussing this more in the future with the UAC.
- A reminder for liaisons to have their reports in by Nov 15th.
- Any last programs/ faculty/ staff that need an assessment report workshop or assistance, please contact Alana or Scott very soon.
- A reminder for everyone to be aware the next UAC meeting will be moving to the HSHS building in the spring with the exception of April 6th will be held in Nitschke Hall to coincide with Assessment Day (mark your calendars)

Vice Provost Report – Connie Shriner

Connie stated that it has come to the group's attention during HLC meeting that whether the assessment process is able to capture the comparability/equivalency between programs offered at different locations.

In order to address this, Connie believes that more data/examples are needed to show that experiences among students are similar regardless of the locations.

Office of Assessment, Accreditation and Program Review Report- Alana Malik

Alana demonstrated to the committee on how to navigate the online assessment plan/report system.

Alana will send out the assessment plan verification letters to department chairs by the end of next week.

Alana created a UAC organization on Blackboard. It will serve as a repository to store data and documents in the future.

Alana suggested that the UAC members who attended the 2015 Assessment Institute present in the next UAC meeting.

Alana is currently reviewing NSSE data and will share some results with UAC in the coming meetings.

Alana invited Provost and President to attend one of the upcoming UAC meetings. Due to the time conflict, Provost Barret can't make it. President may be able to come in January 2016.

Discussion:

Old business

New business

- Gen Ed Assessment report review

Faculty Assessment Representative Report

Faculty Assessment Representative (FAR)

Oct 1-Oct 31, 2015 Report

- Continued work with Alana, Ming, and various programs and their faculty on **92 (down from 116)** assessment plans that still need revisions. This work will continue through the fall 2015 semester as plans become available online.
- 10/1/15- Met with Alana and Ming on the assessment plan revisions.
- 10/1/15- **Conducted 1 “Assessment Report Writing” workshop w/Alana**
- 10/2/15- Service Unit Advising (Tri College) meeting—verify plan and work on report.
- 10/8 & 10/9/15- Reviewed revised plan submissions (26 total) for verification. Returned 10 for further revision.
- 10/13/15- Met with John Plenefisch and Alana to discuss UAC Liaison Role.
- 10/14/15- Met with Alana and Ming on the assessment plan revisions.
- 10/14/15- **Conducted 4 “Assessment Report Writing” workshops w/Alana.**
- 10/15/15- **Conducted 4 “Assessment Report Writing” workshops w/Alana.**
- 10/16/15 – Reviewed revised plan submissions (8 total) for verification. Returned 0 for further revision.
- 10/23/15- Met w/Michael Prior (Social Work) on assessment report
- 10/23/15- Reviewed Tri-College Advising Plan submitted by Heather Tessler; forwarded to Ming.
- 10/30/15- Met with Ming re: Assessment Plan Revision Process/Update.

General Statistics

1. 31 phone calls tallied re: program assessment plan revisions
2. 0 phone calls tallied re: program assessment reports for this year
3. 50 emails specific to program reports
4. 1 general emails regarding assessment (rubrics, assignment design, resources, etc)

Upcoming Meeting Schedule

Dec 2, 2015 1:30-3:30PM SU 3018