

University Assessment Committee (UAC) Minutes, March 13, 2013

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University Assessment Committee Meeting – March 13, 2013

Attendance:

Barbara Kopp Miller	Marilynne Wood	Erin Harper
Marlene Porter	Cynthia Spitler	Alana Malik
Penny Poplin Gosetti	Tony Edgington	Jackson Starr (Guest of Cynthia Spitler)
Susan Pocotte	Jessica Spradley	
Llew Gibbons	Aimee Mendelsohn	
Chris Roseman	Rebecca Schneider	
Ken Davis	Barbara Schneider	

Introduction of new members

Vice Provost Report – Penny Poplin Gosetti

- Penny welcomed several new members to the UAC. She also provided a brief overview of the UAC's purpose, responsibilities, and role in the University.
- All members are expected to participate on a UAC committee. A committee sign-up sheet was passed and an updated version will be provided.
- The UAC will host an orientation for new members. In addition to new UAC members, this orientation session is open to anyone who is interested in attending. Further information will be provided as soon as possible.

Update, Office of Assessment, Accreditation, and Program Review – Alana Malik

- Alana described her recent activities as the new Learning Outcomes Assessment Specialist in the Office of Assessment, Accreditation, and Program Review. Her recent activities include:
 - Meetings with various stakeholders across campus (UAC liaisons, Ben Pryor-Teaching Center, Mike Dowd-Faculty Senate, UAC Chair-Barbara Kopp Miller, etc.)
 - Research (Website designs, assessment of General Education, student learning outcomes, assessment handbooks, blogs, newsletters, awards, reports, and training materials)
 - Writing (Letters to Deans related to assessment and revising the report templates)
 - Attending Meetings (Faculty Senate, UTXNet implementation meetings, College of Medicine presentation on milestone competencies, Languages, Literature, and Social Sciences assessment committee meeting)
 - Completing Student Affairs assessment related transitioning
 - Coordinating/preparing for the upcoming Assessment Summit
- Assessment Summit (Please see attached flyer. The session dates have changed and we will provide the new dates when they have been confirmed.)

Assessment Summit participants should master the following learning outcomes:

- Define assessment and describe the cycle of assessment
- Identify strategies for managing external expectations in the development of a culture of assessment
- Discuss how to assess the impact of general education within individual colleges
- Illustrate how learning outcomes are linked between specific courses within a degree program

- Recognize the elements of a well-designed assessment plan and well-executed assessment report
- Identify strategies to disseminate assessment results effectively to various stakeholders
- Discuss the process for academic program review
- Identify strategies for implementing changes based on assessment data
- Identify performance indicators for the continuous improvement process

Chair Report – Barbara Kopp Miller:

- The Annual Report is in progress. A team met recently to discuss what the Provost would likely wish to see within the Annual Report.
- An Ad Hoc Committee has been established to review and revise the current report templates. This committee will present the new templates to the UAC at the April meeting for discussion and approval.

Presentations:

- Alana Malik - Division of Student Affairs. Please take a moment to view this recently produced video by the Division of Student affairs: "[Get Connected](#)"
- Barbara Schneider - College of Languages, Literature, and Social Sciences

Committee Updates:

- Ad Hoc Awards Committee - Susan Pocotte: The Report Committee met before Spring Break to discuss the assessment awards. Below is a summary of what the committee decided. All UAC members were asked, via e-mail, to review this summary and approve or disapprove of the committee's choices.

"We have two choices for an assessment award. From the academic side, we chose Art History because they did a great job linking assessment measures to SLOs, had an excellent rubric to show how they arrived at their assessment results, and demonstrated substantial faculty involvement in the development of these measures and their rubric. From the service side, we chose Career Services for their direct mapping of assessment results to service outcomes. Furthermore, they established a metric to indicate whether their assessment results indicated satisfactory performance with respect to service outcomes, and indicated what changes needed to be made in response to observations of unsatisfactory performance."

- Website – Marlene Porter is currently collecting information regarding college and unit assessment committee membership. This information will be uploaded to the UAC website.

Announcements/Reminders:

- Next meeting: April 3, 2013, GH 3050, 1:30-3:00 p.m.
- There are no presentations scheduled for April.
- Assessment reports are due on October 15, 2013.