University Assessment Committee Meeting

Minutes

December 11, 2014  9:00-10:00 a.m.

- **Attending** – LaVerne Berkel, Devon Cancilla, Crystal Doss, Jennifer Friend, Linda Garavalia, Barbara Glesner-Fines, Colleen Kelly, Ken Mitchell, Margaret Mullaly-Quijas, Lynda Plamann, Carol Sargent, Kit Smith, Dan Stroud, Greg Vonnahme.

- **Not Present** – Brenda Bethman, Larry Bunce, David Cornell, Sabrina Madison-Cannon, Rhiannon Dickerson, Caitlin Horsemo, Chelsia Potts, Jennifer Quaintance, Chris Van Ness, Peggy Ward-Smith, Da-Ming Zhu.

1. **Approval of Minutes** – Barbara Glesner-Fines made a motion that minutes be approved as written. Linda Garavalia seconded, then motion carried.

2. **Open Discussion – Department/Unit Assessment Updates**
   Jennifer Friend spoke about Cindy Pemberton’s thoughts on aligning some of the UAC work into research for assessment. This might include looking at additional strategies involving turning point technologies and other IT applications now available.

3. **General Education Course Assessment Reports (Due 11/1/2014)**
   - Jennifer Friend reported that there were now 80% of Gen Ed Assessment reports now accounted for.
   - Linda Plamann said Jerry Wykoff would be putting together pairs on the Gen Ed committee to review these reports.
   - Jennifer Friend state she would make sure that the GECC committee members had access to the Assessment SharePoint portal.
   - Question was raised about putting these reports in Weave. Jennifer Friend stated that she had spoken to Cindy Pemberton about this and that there were no plans as of now to utilize Weave for this information.
   - Jennifer Friend reminded the committee about due date of February 1, 2015 for Student Learning Outcomes for individual courses.

4. **Review Process for 2013-14 Annual Assessment Plans for all degrees**
   - Most members of the committee said they had seen mixed results in reviewing the programs for the 2013-14 academic cycle.
   - Linda Garavalia offered that next year, more selective assignments might be made with similar programs reviewing each other and their understood expectations.
   - Barbara Glesner-Fines spoke about measures and concurrent departures of assessment coordinators from their programs. It was acknowledged that turnover, or a lack thereof, does seem to be an issue of concern.
- Discussion was put forth that the actual ‘Closing of the Loop’ needs to take on a more significant focus for programs moving forward.
- Jennifer Friend suggested that after four years of the same expectations, it was time to move forward. She also pointed out that it was important to focus on the needs to improve assessment – not just to maintain the status quo. Might be good to look at and possibly create additional exemplary elements for each of these departments across the university.
- Another point made was that it was likely important to pull the programs that are expected to look at other accrediting bodies standards as well as those of the university, and look at them under a different, more accommodating lens. Assessment doesn’t have to be paralyzing and unbearably difficult. If we can help these departments ease some of their load, it can only help all involved.

5. **HLC Requirement – Student Learning Outcomes for ALL Courses**

- Question brought to the floor – “Why are course SLOs not published in the Catalog? Jennifer Friend said that she would get an answer then get back to the committee.

6. **FaCET Assessment Mentoring – Barb Glesner-Fines**

- Barbara Glesner-Fines said she would hold no more general sessions for the spring semester. Attendance was very bad in the fall. She said she will seek out programs to offer specific face to face training. Hopefully this more proactive approach will garner better results.
- Tea and Teaching will be taken on the road, again to department and programs that are in need of more individualized help.

7. **New Director Announced**

- Jennifer Friend announce the new Director of Assessment, Dr. Ruth E. Cain, Ed. D. She will begin her duties on Feb 3rd, 2014.

8. **Next Meeting: February 12, 2015. 9:00 – 10:00 AM in Brookside AC.**