

University Assessment Coordinate Committee
3:00-4:00pm, September 24, 2012, McKenny 350
Meeting Notes

1. A quick update: What we have achieved since last meeting
 - a. Members update (all)
 - *CAS—College Assessment Committee has been established. Dr. Doug Baker is serving as the committee chair. He was present at the meeting and briefly introduced himself and his experience in assessment to the group.*
 - *Library—Plan to hire a department head who will provide more day-to-day leadership for assessment for the Library.*
 - *CHHS—Continue to discuss and work on best approaches for assessment for those 6 programs that do not have an external accreditation requirement.*
 - *COB—Continue to use degree focused assessment approach.*
 - *Student Services Assessment Council—Added new members to the Council from UACDC and registration; assessment effort will be focused not only on service satisfactions but also on helping students learn. Peggy will serve as a member to the Council as well.*
 - b. From the university level: Bin and Peggy
 - *Bin met with Peggy and developed a few suggested items that will be collected at the University level.*
 - *Rhonda Kinney-Longworth serves as an Ex Officio from the Provost Office to provide additional support and guidelines.*
 - *EMU has received feedback from the Higher Learning Commission about our AQIP Systems Portfolio, which was submitted in June 2012.*
 - *Peggy is working with Ed Leadership faculty and different areas to identify assessment opportunities. For example, assessing the effectiveness of EMU's Fast Track program can be a perfect project for graduate students from our Ed Leadership program.*
2. Discussions: Reporting Requirement, template and timeline (see attachment)
 - *Bin clarified the definition of Unit used in the documents that were distributed after the first meeting. The Unit includes 5 academic colleges, the Library, Student Support Service (a generic name that encompasses student affairs, enrollment management, and UACDC), and General Ed Program.*
 - *All members are in general agreement that the three recommended items that will be collected at the University level are reasonable and doable.*
 - *All members are in general agreement that by next fall (2013), each Unit will develop an assessment plan, although the specific timeline was not finalized. The Committee will use next meeting to finalize the timeline and further clarify expectations.*
3. Systems Portfolio feedback from HLC
 - *The Committee did not have enough time to discuss this item. Please see the attached file as a reference and prepare for discussions during next meeting.*
4. Next Meeting and Future Agenda Items

Next Meeting: 3:00-4:00pm, Monday, October 22. Bin will ask Gale to see if we can make the meeting from 3:00-4:30.