

University Assessment Committee Meeting

Monday, January 28, 2013

3:00-4:00 pm

Minutes: D. Baker

In Attendance

Bin Ning, Doug Baker (CAS), Barb Scheffer (CHHS), Tara Fulton (Library), Wade Tornquist (COT), LaVerne Higgins (COB), Peggy Liggitt, Christina Wall (COT), Ellen Gold (SSAC); Chris Foreman (Gen Ed with Ch); Amanda Karel (Gen Ed); Shawn Quilter (COE)

COB Assessment Approaches, Practices, Lessons Learned (LaVerne)

Handouts: *“Program Assessment Results—Law”*; *“COBACC – Assessment: Writing Intensive”*; *“Assessment Tools and Procedures”*; *“Assessment of Ethical Reasoning Skills (MBA)”*; *“College of Business BBA Program”* (this latter one is given to students in each of the programs)

Provided and described update of COB’s approach to assessment: How she has worked with each program to design a visual that shows assessments and where each occurs, etc. The handouts are representative of the documents that show how assessment is done in COB, which has been doing assessments for past years. Goals: get faculty involvement and not create a burden on faculty.

- Described chart (“scoring sheet”) from one writing intensive course
- Emphasized to faculty that assessment is not about criticizing their teaching; rather, looking for good measures of what students learn. She described what they do in representative classes (one UG program with different majors inside—12 majors; and Grad program)
- For portfolios: they do random sample and copy them, delete student’s name and use code
- Nearly all data is in database – they do not retain paper copies
- Programs at different sites have different reports – same goals
- Outside accrediting body (since 2003) say programs must have learning goals, assess student learning (used direct measures), and “close the loop” (how data is used)
- KEY: Faculty driven, especially important for long term

Members Updates

- Barb Scheffer (handout: CHHS Assessment Team—draft). Faculty advising committee fielding nominations to get people on team
- Doug Baker (for Kate Mehuron, CAS): Updated on process, especially how to respond to programs, etc. Doug and three others from CAS will attend HLC workshop in February
- Chris Foreman (Gen Ed): Gen Ed and CAS will be working together; will attend HLC workshop in February Gen Ed may create template and will share with bodies that need.

- Ellen Gold (SSAC): Full group meets once a month; two sub-committees (22 departments): one focuses on SLOs; the other working from Student Affairs perspective, especially looking at appropriate template. Will also work on buy in from all directors to provide global perspective (i.e., EMU's overall role, so Bin will attend).
- Bin – 2017-18 is next HLC site visit, so much needed to do to prepare to build foundation. Need a very strong assessment website, so the team can search the resources, evidence, etc. And when the team comes to campus, one of the main interviews will be with the University Assessment Committee.

Review FDC Support for Assessment (handout—draft) (Peggy)

The handout provides a list of types of support available, along with descriptions. Assessment Institute highlighted (two summers ago, a three-day workshop with follow-ups). There is money to support about 10 faculty, maybe 24 at most. As for dates: Peggy will talk with Ann Blakeslee (who does Faculty Writing) to ensure no conflicts. Maybe in May. Also, help faculty write grants that link with assessment.

Planning for Fall Assessment Event (handout) (All)

- Proposed event, 4-5 hrs. with lunch; 50-70 people
- If there is interest, save dates and space.
- Make a decision by next meeting

Survey Software License Available for One Designated Person in Each College

Bin purchased a commercial survey license that can be shared for one person in each college. More professional than, for example, Survey Monkey. Can track who did or didn't reply; can have EMU customized logo and color scheme, etc.

Next meeting: fourth Monday of February, 3:00-4:00 pm, McKenny 350