

University Assessment Committee
8:30-9:39am, Monday, March 16, 2015
Welch 111
Meeting Notes

In Attendance

Bin Ning (IRIM), Susann DeVries (Library), LaVerne Higgins (COB), Beth Kubitskey (COE), Peggy Liggitt, (FDC), Kate Mehuron (CAS), Wade Tornquist (COT), Doug Baker (CAS)

1. Progress update (all)
 - a. Feedback on Canvas Sandbox: Brief discussion on exploring Canvas.
 - b. Assessment Institutes (Peggy, Doug, Ellen): Peggy has talked with Bill Jones about participants exploring Canvas during the University Assessment Institute. Kate mentioned that there are at least three programs from CAS interested in piloting Canvas, and Peggy asked if the programs might be interested in participating in the institute.
 - c. Gen Ed assessment (Doug): Doug described retreat that the Gen Ed Subcommittee on Assessment. Goals of the retreat: learn more about previous work on Gen Ed assessment; respond to Phase One programs (ENGL 121, CTAC 124, and ESLN 412); and plan next phases. Overall, very useful and successful retreat.
 - d. Bin discussed a response to Faculty Senate, which raised a question about participants on the University Assessment Committee. Bin has corresponded with Sandy Norton, the president of the Senate. The committee welcomes a representative from Faculty Senate. Bin had presented to Faculty Senate in September 2013.
2. Assessment Needs Survey –Initial collection of data and results. Discussed results.
 - a. Broad interest in using Canvas. Bill, e-learning, and FDC (Peggy) will continue on-going training.
 - b. Bin will summarize the report at the next meeting.
3. Review/revise annual assessment report template and feedback process
 - a. Make sure that reporting process is under way. There are three areas: Unit level, appendices, etc. Peggy noted that after reviewing last year we discussed needs for revising. Bin stated that the committee needs to finalize template.
 - b. Beth raised the point that the education programs are working on accreditation assessment reports (due in September 2015). Doug similarly described how CAS education programs will not necessarily have formal reports to CAS because of the work designed for COE accreditation.
 - c. Reporting period: May 1-June 30; Feedback process: July-August. University Assessment Committee will plan to provide response to college reports by the end of August. Each college will receive three responses (from one college and from Bin and Peggy).
 - d. Need to finalize changes to rubric (e.g., #1: Summary of overall achievement in assessment – the first two statements needs clarification. Bin suggested deleting first one). Beth suggested to add a self-assessment. LaVerne suggested that “describe role of faculty” (which goes into #1) and move “analysis of data.”
 - e. Peggy & Bin will revise and send to committee. The rubric is evolving.
 - f. Doug raised questions about the need to coordinate all aspects of HLC criterion #4. Assessment of student learning is only 4b.