

University Assessment Committee

8:30-9:30 a.m., Tuesday, April 28, 2015

★ Welch 205 ★

Meeting Notes

Attendance

Bin Ning (IRIM), Beth Kubitskey (COE), Peggy Liggitt, (FDC), Wade Tornquist (COT), Ellen Gold (SSAC), Chris Karshin (CHHS), Mary Brake (COT), Doug Baker (CAS), Kate Mehuron (CAS), LaVerne Higgins (COB)

On campus transition and importance of work on assessment. Bin provided a brief description of the importance of the work on assessment across campus, particularly as changes occur on campus.

Progress update (all)

- a. ***Assessment Institutes*** (Peggy). Peggy described Assessment Institute on April 30 and May 1 (Mary and Doug are also on planning team). Nearly 40 participants will explore Canvas tools, among other approaches and methods for assessing student learning. Bill Jones's group will contribute. Peggy emphasized that the institute serves to support efforts in the colleges, which have been flexible. Bin described the value of the institute (e.g., publicizing assessment). Beth Kubitskey and her group of 8 student teacher supervisors (and Wendy Burke) will train on the use of EdTPA (created at Stanford) for evaluation. The instrument is reliable and valid. So, the 8 will participate in parts of the Assessment Institute while focusing on their goals too.
- b. ***SSAC update*** (Ellen): They will have assessment institute in early August. Participants will work on 2015-16 plans and there will be workshops for staff in the 23 departments. They will use Campus Labs. Bin stated that the Provost is open to inviting outside consultants to assist with assessment—mainly, for learning action steps or specific techniques. Ellen also described the “Student Success Assessment Annual Report 2014-2015” (see handout). Part of the handout is an inventory of work accomplished by each program, actions since completion of assessment, highlights of assessment, etc. SSAC will host report-writing workshops (council members have committed time toward this effort). They are also developing a template to use for responding and evaluating reports. From now on, the assessment calendar will be May 1 to April 30.
- c. ***CAS Update***. Doug stated that 80% of CAS programs have turned in assessment plans. Next year CAS will expect degree programs to submit reports and plans in the fall, which will give more time for training, resource development (e.g., website), etc. in the winter. Kate mentioned that Canvas pilots are a bit challenging, mainly because faculty are discovering that they need to alter assessment approaches based on the software. Kate commended Bill Jones and his staff for supporting efforts.
- d. ***Gen Ed Update***. Doug described process that has begun again. Phase one is complete (i.e., reports from all programs in Gen Ed Effective Communication—ENGL 121, CTAC 124, ESLN 412—and a report from MATH on 8 sections (three different courses, MATH 110, 110e and 170). All reports have been responded to—actually, the committee is in the process of responding to ESLN 412 (will be finished this week).

- e. **College of Technology.** Mary briefly described update of where they are in terms of reporting, particularly the need for responding to the reports.
 - f. **College of Education.** Beth described efforts of COE to collect data from teachers and districts about strengths and weaknesses of the teacher preparation program. COE is also continuing to plan for accreditation (SPA reports are due September 15, 2015). Briefly described survey data from the state (e.g., information from cooperating teachers).
 - g. **College of Health and Human Sciences.** Chris described update on recent accreditation visits and outcomes (three programs coming up next year). The college is considering using outside reviewers to assist with continuous improvement.
 - h. **College of Business.** LaVerne described changes the college is in the process of making to “move to the next phase” of assessment. A new associate dean will be named in the next few weeks.
 - i. **Assessment Needs Survey –Summary.** No big surprises. People would like more on Canvas, etc. Bin has sent the highlights.
 - j. **Mock Visit.** We will talk in May about the possibility of a fall event on assessment. Kate raised a question about a “mock visit,” and brief discussion of potential date (e.g., Winter or Fall 2016). EMU’s report for accreditation is due at the latest November 2017—3-4 months before site visit (for visit in Winter 2018). This will help the leadership teams (especially with the incoming deans, etc.) to understand goals and current status, etc. So, this will be a main item for next meeting in May. Maybe this fall, we will organize an event that could help the campus prepare for a *preliminary* visit. In general, members agreed to have a mock visit in fall 2016.
2. **Assessment-related learning and feedback from HLC conference** (Ellen, Doug, Peggy). Bin provided an overview of the HLC Annual Conference. The presentations were similar to what will be expected for EMU’s accreditation. Peggy briefly described example sessions (e.g., on evidence and how people interpret terms of HLC criteria, and the need to examine evidence earlier—and triangulate). Doug also described the need for early labeling of files, working with the HLC software, drafting narratives, examining evidence, etc. Ellen offered more insights about the need for direct evidence. Doug also stated that this coming accreditation report may be more important, particularly politically, than ones previously. LaVerne followed with what business schools have had to do (they have been under pressure), especially the evidence provided, gaps and how they are addressed, etc. Bin urged associate deans to make sure that program review is going well, because this is an important piece of evidence and critical component of argument for program quality.
3. **Finalize annual assessment report template and feedback process. May 1-June 30, 2015.** Peggy and Doug worked to revise reporting template. Peggy described changes made for purposes of streamlining process. The focus is on student learning (see handouts, description and rubric).

Next Meeting: 8:30-10:00, Tuesday, May 19.