

University Assessment Committee

1:00-2:00 p.m., Tuesday, August 12, 2014, Welch 111

Minutes

Attendance

Bin Ning, Susann DeVries (Library), Wade Tornquist (COT), LaVerne Higgins (COB); Peggy Liggitt (FDC); Kate Mehuron (CAS), Chris Karshin (CHHS), Ellen Gold (Student Affairs), Doug Baker (CAS & Gen Ed)

Progress update (all)

- SSAC Assessment Retreat (Ellen): Over 50 attendees; evaluations very positive. Campus Labs brought consultants, which helped participants learn. New associate vp of student affairs wants surveys to go through Campus and Ellen said others could benefit from this survey software. Documents that departments need to submit for three-year plans and discussion of these were the focus of the afternoon. Emphasis is not only on collecting data but using and sharing it. Report collated from these 23 departments is forthcoming. Academic Success Partnership has joined too and becoming more accountable about student learning outcomes, etc. Provost attended and supported.
- Visit to Grand Valley State University (GVSU) on August 14 (Kate): Kate provides handouts of agenda and questions. Goals: understanding more about how GVSU is handling Gen Ed, including how they are initiating and encouraging assessment practices; role of students; first-year writing; interdisciplinary college and how they practice interdisciplinary assessment; explore their software; bring back ideas EMU can use. Susan described how and why she's in contact with GVSU's library. There is agreement that this type of collaboration might be useful to both universities, particularly since they are all doing assessment—we can learn from each other. LaVerne mentioned that business schools among EMU, CMU, and WMU have been meeting also.

Review of Annual Assessment Report (Bin/Peggy)

- Timeline and process: Bin and Peggy looked at all reports from outside reviewer's perspective. Looked at overall argument and evidence for claims. Key is to strengthen arguments. Please return evaluation/Feedback forms to Bin so he can return them to all before fall term starts.
- Improvement: Bin stated that there was obvious improvement from last year; however, members of this committee need to review one report and return it to Bin—purpose is to describe suggestions for next year (e.g., better defined template used for review). Responses are to be helpful (these are not personal).
- Discussion. Doug suggested revealing names of responses and the group agreed that the responses will be public. Ellen suggested, in terms of improving reporting process, a way to connect with assessment work and strategic plan (she provided an example of how an administrator described need for accountability). LaVerne stated that HLC will want us to show connections between assessment goals/actions and university ones, etc.
- Fall Assessment Forum (October 31—see handout: “Fall 2014 EMU Assessment Forum—Activities and Project Lead”)

- Keynote and consulting work: She is confirmed, as is site, and she will stay after 1:30 (until about 5:00, if needed, so close about 4:00). Kate/Doug/Peggy will take lead and coordinate for afternoon session.
- Presentation and exhibit. Colleges will decide how to present exhibits. How we present ourselves publicly is a critical point. The eight exhibits will be open and concurrent (310 AB in Student Center), so there will be a minimum of 8 tables—each designs own exhibit. ACTION: By October meeting each college will state table and electronic needs.
- Registration will help with the numbers. Peggy suggested bringing in new people (e.g., faculty who attended assessment institutes could be encouraged to attend).

Other Discussions (All)

- Meeting schedule: fourth Tuesday of each month, 8:30-10:00 am, except for November (maybe the third Tuesday) and December (maybe the second Tuesday).
- Meeting room will be Welch 111
- Gale Potter will begin to schedule the monthly meetings from Sept 2014 through May 2015