

# University Assessment Committee

8:30-10:00 a.m., Wednesday, August 26, 2015

## Meeting Notes

### In Attendance

Peggy Liggitt (FDC), Beth Kubitskey (COE), Wade Tornquist (Grad), Mary Brake (COT), Matt Hammond (COB), Chris Karshin (CHHS), Kate Mehuron (CAS), Mohamad Qatu (COT), Susann DeVries (Halle Library), LaVerne Higgins (COB), Bin Ning (IRIM), Doug Baker (CAS)

### Items

1. Mohamad Qatu introduced: Welcome! Bin provides some history of the group and decentralized, coordinated approach to assessment. Dr. Qatu provides his background and links to assessment, and he offered to arrange a visit to Central Michigan to discuss assessment practices there. Bin suggested that we could learn best from CMU after its HLC visit, which is approaching.
2. Progress update (all)
  - a. Annual Assessment Report—Feedback (All). Bin stated that the reports were improved over last year's, especially in how colleges are using findings. We discussed whether or not the reports should be uploaded to university website. Colleges will talk about appendices and whether or not to include those with the document uploaded—COE and CAS will talk within their committees before notifying Bin.
  - b. Other updates
    - i. Assessment Website: Resources, Annual Report upload (Bin)  
2014-2015 Annual Assessment Report will be uploaded to the website (upon college approval)
    - ii. General Education Assessment (Doug): Brief overview of meetings with the 18 CAS department heads for purposes of informing them of assessment expectations, particularly need for all syllabi to include list or link to Gen Ed outcomes for particular courses.
3. HLC mock visit in Fall 2016 (Standing Item)
  - a. Meeting with Leigh Greden (Bin). Discussed role of strategic planning and assessment are linked. The possible dates for visit are late October or early November 2016. This event will be coordinated by the HLC Steering Committee. Provost/Interim President Schatzel is very supportive of this. Bin is in the process of searching for reviewer(s) who will visit.
  - b. EMU now has five HLC teams that were invited by Provost to assist with accreditation process. Members of this committee are encouraged to attend an opening Steering Committee event on Friday, September 18 from 9:00-11:00 am in Welch 205. The first hour is a general gathering (Provost will speak, Bin will describe expectations, etc.); the second hour is reserved for breakout sessions for each team.
4. Fall 2015 Work Plan
  - a. How to build momentum on "Closing the loop": Using assessment results to make changes and improvements (All): This is our primary focus and theme for this coming year, which will inform an assessment event (late October) and the visit in 2016 and help us build momentum. Each committee member is encouraged to consider talking with college committees about possibilities

and bringing back suggestions to this committee during our meeting in September. Communication is going to be critical.

- b. Assessment in graduate programs (Wade and all). Overall, the committee had a robust discussion. What follows are only some of the points suggested or made.
- Peggy suggested using dissertations, theses and projects to demonstrate capstone experiences, etc. Wade questioned how dissertation committees, etc. might begin a process to examine quality, etc. He wondered about the potential of sending dissertations to external reviewers. However, how are programs listing outcomes, met them, etc.
  - Wade stated that graduate outcomes should be different from undergraduate programs and articulated, especially when an undergraduate and graduate course is interlinked.
  - Bin stated that EMU has one of the largest number of Masters students in the nation. Bin discussed generic learning outcomes (e.g., analysis, research, etc.) at Purdue for whole university and participation among graduate programs.
  - Kate provided a caveat: observe expedient ways to encourage broad outcomes with the ones already established at the “granular level.” Wade stated his role can be working with graduate coordinators to encourage participation in assessment; Kate stated that it is an assumption that graduate coordinators are assessment leaders (they have many roles already). Kate suggested that Wade ask the deans to provide more information about who the contacts/leaders in assessment are, etc.
  - Doug stated that some programs are doing detailed assessments of student learning, and he raised questions about how to best represent what programs are already doing.
  - Mohamad suggested that the graduate school be willing to listen to assessment approaches and consider them.
  - Mary raised question about how we distinguish between undergraduate and graduate assessments. Kate stated that CAS organizes programs within departments and undergraduate/graduate programs.
  - Kate suggested we need a group for HLC to look at graduate programs and program reviews (especially for non-accredited programs) and how these are linked, and how they inform decisions, assessment, etc. Need a link between program review and links with Graduate School or Provost, etc. This becomes important for resource allocation.
  - Susann stated that these communication efforts suggested are important for Halle Library and how it uses its resources.
- c. Meeting Schedule
- i. 8:30-10:00am, Third or Fourth Tuesdays each month in the fall term. Gale will send out invitations for meeting days and times.

**5. Today’s meeting is the last meeting for Dr. LaVerne Higgins. The Committee THANKS LaVerne who has represented COB on the Committee for past three years. Her work and contribution to the assessment effort of the University is highly appreciated.**

Matt Hammond will represent COB in future meetings until the new associate dean for COB is selected.