

University Assessment Committee
Tuesday, November 15, 2016
3:00-4:30 pm
Halle – Faculty Development Center, 109B
NOTES

In Attendance

Bin Ning, Chris Karshin, Toni Stokes-Jones, Natalie Taliaferro, Dorothy McAllen, Peggy Liggitt, Beth Kubitskey, Anne Balazs, Susann DeVries, Michael Tew, Doug Baker

Reflections on HLC Mock Visit – November 10 (Bin)

Purpose of the visit was achieved: Getting fresh eyes on our university and quest toward accreditation. Some of their feedback will help us prepare for the next steps. The format that they engaged with will be similar to the one we will experience next year. Main change to schedule will be to change the timing a bit (allow more time between meetings).

How can we prepare for those two days next year, based on the mock visit?

Other Observations and Notes

- Susann: They reviewers said we need to describe more about how the university is changing, especially the budget. How EMU distinguishes itself from others, and how to “tell our story” (e.g., how we moved from MA institution to an R3). Also, we need to distinguish assessment between online and face-to-face courses.
- Toni: They asked about colleges that have increased student hours and rewards those colleges get vs. the colleges that have low credit hours. For example, Schatzel said that the colleges that are growing will get more resources, and vice versa.
- Michael: Need to discuss more about resource distribution and how the resources work with policies.
- Doug: Need to differentiate is online and face-to-face. Beth: CAEP no longer requires separation of the data.
- Peggy: Asked how important evidence is, and the reviewers noted how the value of evidence for policies, outcomes, procedures, and assessment of these. Need to tie these to the strategic plans and budget.
- Michael: For every piece of evidence it is presumed that there is a claim. Most meetings discussed retention and degree completion needs.

Updates, Questions, and Suggestions for Winter 2017

- IRIM – Bin: for evidence file, want to avoid getting too many pieces at the end; need to get data as we go.
- CAS – Doug: working on alternating years for assessment, depending on program review etc. In the process of soliciting reports and will respond in December.
- CHHS – Chris: First three components of assessment plan due this Friday; second week of December the assessment committee will respond.
- COB – Natalie/Toni: Working with Garrett Whitehead to create a Canvas shell for assessment to provide common portal to gather resources. Assessment C
- COE – Beth: Faculty beginning to roll out continuous improvement data, including LiveText data, MTTC scores, enrollment data, survey data about graduates, template for evaluation of data—for systemic continuous improvement. Hoping to get feedback from faculty on system. Will need to examine FERPA and the data. CAEP site visit is November before Thanksgiving.

- COT – Dorothy: Mary is working with Hank (IRIM) to set up a portal similar to CAS. Report templates will be finalized this Thursday and due dates are forthcoming.
- FDC – Peggy: Gen Ed and E-Learning are working to organize training for Gen Ed assessment, a faculty leadership program (for GEQR and one for other categories). This past Friday fourteen participants from the University Assessment Institute met as a follow up to describe progress toward their assessment goals. Key: the participants committed to complete their plans/projects.
- Gen Ed – Doug: Vetting process for revision of SLOs is in progress; need to make more visible how the strategic plan, resources, and assessment are aligned. GESA now has more members and is working closely with Michael Tew and the new Interim Director of Gen Ed, and Chris Foreman.
 - Michael: We need clearly articulated policy.
 - Peggy: There were some data collected more than five years ago.
 - Anne: Describe changes within the context of change of leadership.
 - Beth: Described a story about Gen Ed and where it's been.
 - Doug: Please send me any specific documents (e.g., Michael and Peggy have information and reports). Assessment Academy organized by HLC – EMU sent a team four years ago.
- Grad – Anne: Reviewers did mention tying budget and strategic plan, so Grad School is working on a rigorous review process and attention to trends. Now, GS is working on it. Example, budget, policy, and mission to GA allocation and completion model are parts of the process.
- Library – Susann: Survey in spring to close the loop. Also, now have a collections librarian. Big-deal journal packages renewal and addressing assessment through journal use, etc. So, library working to ensure we have appropriate journals for programs. So, this is an area of growth.
- SASS – Bin: The assessment in co-curricular has been led by Ellen; however, because of the shifts in university, she needs more support in addressing all parts of SASS.

“Building our showcase”: Suggestions from October meeting

- Build publications website (i.e., assessment website at university and college levels); build one-page “elevator” talk and other useful handouts; flow charts—how assessment happens and is reviewed, etc.
- Publicize college-based workshop forums
- Identify a group of in-house “experts” who can tell stories about assessments from university to unit level, especially to interact with university visitors and to highlight the parts and what has happened in the past seven or so years. We need to prepare stories that address the different aspects of assessment of student learning, especially how assessment efforts are helping to close the loop, etc. The UAC is the core, but site visitors may want to talk with others across campus. Main message and talking points. There will be open forums organized by HLC reviewers (e.g., talking with Faculty Senate).
- Link college/unit assessment pages to the University Assessment page

Updates on Collection of Materials for HLC Report

Criterion 3 & 4 (Note: We will discuss this when Chris Karshin arrives—she will be coming from another meeting.)

- Doug talked through the handout of notes from the HLC reviewers (on assurance argument and on assessment issues).

- Need to contact athletics and decide how to address the connection.
- Bin on online/F2F course: doesn't matter, we should have same expectation of learning outcomes; the distinction is the approach to delivery, but SLOs should be same.
- Bin on building sustainability: emphasized that we need to continue to build a sustainable system, and the momentum will bring us to the next four year expectation from HLC.

Update on Organizational Chart of Assessment of Student Learning

Assessment committees, templates for reporting/reviewing, etc.

Next Meeting: Tuesday, December 20, 2016, 3:00 – 4:30 pm, Halle-FDC 109B