

## University Assessment Coordination Committee

8:30-10:00am, Tuesday, November 19, 2013, McKenny 350

### Meeting Minutes

#### Attendance

Wade Tornquist (COT), Chris Foreman (Gen Ed), Bin Ning, Beth Kubitskey—Skype (COE), Doug Baker (CAS), Peggy Ligget (FDC), Chris Karshin (CHHS), Susann DeVries (Library), Ellen Gold (SSAC), LaVerne Higgins (COB)

1. Progress update (all)
  - a. HLC update:
    - The Quality Initiative proposal submitted by EMU, which is focused on measuring and improving the quality of academic advising, has been approved by HLC.
    - HLC's Open Pathway Evidence Gathering Portal is open. Bin is working with the Provost to set up small working teams that will begin to gather evidence based five accreditation criteria.
  - b. Redesigned Assessment Website.--The site ([www.emich.edu/assessment](http://www.emich.edu/assessment)) was redesigned and launched. Some of the older but useful links and contents are still accessible through the site.
  - c. Assessment conference at IUPUI-- we have to show how the data is there to help universities to understand questions they have about student learning. Portfolios are becoming more emphasized. We also need to become more adept at how students are engaging in social networks and other electronic learning, etc.
  - d. Gen Ed—A pilot survey on Global Awareness (example area) was sent to a random sample of faculty last week.
  - e. Student Affairs. Ellen provided a handout for all. Briefly describes articles from Chronicle of Higher Ed: "Give Assessment a Fighting Chance" by Barrett Havens. Met with her council to discuss learning outcome plans (all 22 departments she is working with are using same template). Discussed audit for each department and next steps (e.g., consultation with each department, including questions they have). Outcome of consultation meetings will be archived also.
  - f. CAS: Doug described how the college is responding to reports and the process for it.
2. Review Draft Report Template (all). Bin describes the next draft of the template "College or Unit Level Annual Assessment Report Template and Guidelines" (handout and sent via email). Suggestions include:
  - Make minor revision on wording--"valid and reliable" (in #2) to be deleted in favor of "appropriate assessments for program and college," or something similar.
  - Consider inviting colleagues from other universities to inform our process.
  - The accreditation criteria (Key question about assessment) of HLC should be reflected in the template.
  - Continue to consider how the template can be used to help inform others about the process and key talking points.
  - Bin will contact David Woike (AHR) to see whether we can make an update about assessment progress to D/DH/SD during AHR regularly scheduled training.

3. Discussion: Mission and Expectations (all).

Using examples from other universities, along with the initial language Bin put together, the Committee had an open and careful discussion about the mission and expectation for assessment at EMU, and approved the following:

**Mission**

EMU creates a culture of assessment through collaborative planning, systematic implementation, and rigorous analysis of collected data to make informed decisions that enhance opportunities for students to learn and to strengthen all curricular and co-curricular areas.

**Expectation**

EMU expects all curricular and co-curricular areas to generate and implement learning goals, collect relevant data, and use on-going assessment processes for continuous improvement.

Bin will replace the current language on the website and communicate with Deans and other key administrators about the Mission and Expectation.

4. Next Meeting

8:30-10:00am, December 17, McKenny 350.