

**University Assessment Committee**

*Wednesday, August 5, 2015*

*1:30 – 3:30 p.m.*

SU 3020

Minutes

**Attendees:** Steve Peseckis, Kim Pollauf, Steve Schissler, Virginia Speight, Wendy Cochrane, David Krantz, Barbara Schneider, Holly Monsos, Brian Ashburner, Sue Ann Hochberg, Mary Ellen Edwards, Michele Soliz, Scott Molitor, Vicki Steiner, Chris Roseman, Connie Shriner, Alana Malik

**Presentations:**

Jesup Scott Honors College-Steve Peseckis provided an update on assessment practices in the Honors College. College of Engineering-Scott Molitor gave an overview of the College of Engineering assessment. Academic Support Services-Michele Soliz presented on the current structure and assessment strategies used in Academic Support Services.

**Reports:**

Vice Provost Report-Connie Shriner

The Higher Learning Commission Steering Committee is continuing to gather data to complete the institution's assurance argument. The first draft of the document has been reviewed, and is currently back to the individual sub-committees for revision. The draft of the entire document will be made available to the whole campus community in September.

UAC Chair Report- Chris Roseman

Reminder: Individual program reports, and any updates to program assessment plans, or new program assessment plans are due November 1, 2015. The liaison reports are due November 15, 2015. We will email out the link the group again.

Faculty Assessment Representative update-Ming has completed the initial review of all of the assessment plans submitted last fall. We will continue to work with individual departments to verify their plans for posting on the website. Chris has started to contact individual programs to review the assessment plans that have been identified as needing some additional attention prior to posting on the website.

Presentation Schedule: The rest of the 2014-2015 presentation schedule is listed on the back of the agenda.

**Remaining 2014-2015 Presentation Schedule**

September 2 <sup>nd</sup>	COGS	Susan Pocotte
	Enrollment Services	Steve Schissler
	Pharmacy and Pharmaceutical Sciences	Laurie Mauro
	CALL	Kim Pollauf
October 7 <sup>th</sup>	College of Business and Innovation	Terribeth Gordon Moore
	Student Affairs	Stan Edwards

Chris will send around the sign-up sheet for the 2015-2016 presentation schedule at the next meeting.

## Office of Assessment, Accreditation and Program Review Report- Alana Malik

Individual meetings with liaisons- Alana met with most of the liaisons in June and will finish up the last few individual meetings in the coming weeks. The topics covered during the meetings were the draft of the University Assessment Plan, the new online reporting tool, and any other suggestions or feedback for Chris and Alana as we start the new academic year. Feedback on the institutional plan included that the visual learners of the group appreciated the charts throughout the document, the institutional outcomes listed in the document are outdated-developed before the merger between UT and MUO, and need to be revised, and questions related to the roles of the UAC and the Academic Data Review Committee.

### University Assessment Plan-

HLC Persistence and Completion Workshop-UAC members Barbara Schneider, Brian Ashburner, Alana Malik, and Kristen Keith, along with Julie Fisher-Kinney from the Provost's Office and Ying Liu from Institutional Research, attended the HLC Persistence and Completion Workshop in July. Two of the most useful take-aways from the workshop were 1. for us to start identifying students' intent in attending UT-do they plan to graduate from UT, plan to transfer, or do not know, 2. To look more deeply into data related to why students leave the institution. The workshop also validated that the draft of the university assessment plan supports the types of data analysis recommended by the HLC.

General Education Assessment Reports-The department chairs responsible for teaching general education courses were required to submit assessment reports for each of their courses by June 30<sup>th</sup> 2015. We had over a 90% response rate, compared to a 62% response rate the previous year. Faculty Senate and the Office of Assessment, Accreditation, and Program Review will be hosting a picnic lunch for faculty members teaching general education courses on Thursday, August 20<sup>th</sup> in the Alumni Pavilion. Alana would like some help getting the word out and will send the corresponding liaisons the invitation.

Assessment Tracking Tool-Engineering piloted the system last spring, and the general education courses completed their reporting cycle using the new system and it seems to be working well. Chris and Alana will provide support to individuals needing help this fall in completing their online reports. Liaisons should note that their access to the data will be more limited than in the past using the shared drive. Alana will have the ability to share reports with everyone if someone- especially a new liaison, is looking for an example as a guide.

Graduate Assistant-Ming will continue to serve as the graduate assistant in the Office of Assessment, Accreditation, and Program Review through December. He is currently not on contract this summer but will be back for our next meeting. Alana will be in the market for a new GA for January.

### Discussion:

Old business-The group discussed the proposed reporting structure outlined on page 4 of the University Assessment Plan. In a previous UAC discussion, the group expressed a desire to create a new committee (the Academic Data Review Committee) to review the institutional data beyond that which is generated through the UAC assessment process. After reconsidering their position, and the history of the UAC, the committee requested that the University Assessment Plan be revised to eliminate the Academic Data Review Committee and align its responsibilities with those of the UAC. In addition, the group requested that the arrows drawn to show the connection between the UAC and the Faculty Senate, Deans, and Graduate Council be double arrows to reflect the collaborative nature of the relationship between the committee and these stakeholders. The chair of the committee, Chris Roseman requested the group vote to approve the university assessment plan with these changes. The motion passed.

Comment [JD1]: Obviously...feel free to edit, just some things I thought you might be reporting on this first meeting of 15-16.

New business-Chris Roseman explained that due to some changes over the summer the committee needs to reopen a discussion of who could serve as the vice-chair for the 2015-2016 academic year. The discussion was tabled until the September meeting.

**Upcoming Meeting Schedule**

Sept 2, 2015	1:30-3:30PM	Schmakel Room-Driscoll Center
Oct 7, 2015	1:30-3:30PM	SU 3018
Nov 4, 2015	1:30-3:30PM	SU 3018
Dec 2, 2015	1:30-3:30PM	SU 3018

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