University Assessment Committee
Meeting Minutes
Wednesday, April 1, 2020
1:00-2:30pm
WebEx

Attendees: Holly Monsos, Alana Malik, Ashley Pryor, Barbara Schneider, Brian Ashburner, Brian Kuhn, Geoff Rapp, Lisa Taylor, Lori DeShetler, Lydia Cozier, Lynne Hamer, Matt Franchetti, Michele Soliz, Patty Relue, Shery Milz, Susan Pocotte, Terribeth Moore, Tia Tucker, Laurie Mauro
Not Present: Tom Atwood, Shannon Neumann, Julie Quinonez, Valerie Walston, Jackie Thompson

Reports

VP:
Barbara gave updates from the Teaching Center, and also stated that the HLC has been interested in how we are managing the transition to remote learning.

Chair:
Holly talked about HLC Criteria 4 - Alana is drafting 4B, Holly is drafting 4C.

Office:
Alana provided an update on the core curriculum. The committee is working on developing a report, including longitudinal data for each department. Melissa Gregory is reconvening the task force developing the rubric for critical thinking, and she will also be helping to collect student artifacts from existing core courses to review internally and submit to the Value Institute over the summer.

Alana also mentioned that an overview of the fall 2019 syllabi review results is available on blackboard. She is also working on individualized results for each department.

Course Design Institute for spring 2020 is currently on hold due to budget constraints.

Discussion items:
Curriculum mapping - the group voted to extend the deadline to September 15th, with annual reports due on October 15th. (16 people voted "yes.")
- Several UAC members asked for a list of maps currently submitted. (Alana will send out the link to the liaisons)
- Volunteers were recruited for a task force to develop a rubric/checklist to review submitted maps include: Lori D., Holly M., Michele S., Brian A., and Alana M. Alana will draft something and send it out to the group to review.
Co-curricular definition
- Group discussed and decided to postpone voting on the definition to the May meeting, in order to give more time to individual liaisons to gather more feedback from their areas.

Curriculum Mapping Timeline:

Action Item	Target completion date	Person(s) responsible	Status
Determine the purpose and scope	September 2019 UAC Meeting	UAC membership	Complete
Communicate plan with university leadership	November 2019	Barbara Schneider, with support from college liaisons	Complete
Develop the template(s) and other developmental materials	December 2019 UAC Meeting	Alana Malik, with approval from UAC membership	Complete
Train faculty and staff to complete their maps	January	Alana Malik, with support from college liaisons	Kick-off-Complete Individual help-In progress
Collect maps	September 15, 2020	Individual Programs submit materials through online system	In progress
Provide feedback	Revision date?	UAC liaisons	Not started

Upcoming 2019-2020 Meeting/Event Schedule

May 6   UAC Meeting   1:00-2:30pm   WebEx or 1022 North Engineering