

University Assessment Committee
Wednesday, August 8, 2018, 1:00-2:30PM
North Engineering 1022

Attendees: Alana Malik, Bill Ayres, Marcia King-Blandford, Tom Atwood, Shery Milz, Nancy Staub, Holly Monsos, Ashley Pryor, Geoffrey Rapp, John Plenefisch, Caryl Liber, Laurie Mauro

Senior Vice Provost for Academic Affairs Report

- New UT 2018-2019 catalog is now published (by Course Leaf). Old catalogs are also still available.
- Broad picture for all of the changes and new organizational structure within the Provost Office is to divide into two pillars: faculty affairs and academic affairs.
- We are about to conduct a national search for a permanent director of Institutional Research.
- We will also be conducting a search for a Vice Provost for Assessment, Accreditation & Program Review.
- Looking to put together the team who will work on and develop the assurance argument for the next round for the HLC, in the 2021-2022 academic year.
- I am an HLC peer reviewer – a lot of the conversation right now across campuses in the US is about assessment and learning outcomes. The Assessment Committee is a key component of the cycle of making sure we are using assessments to make improvements.

Discussion Items

- Assessment plans and reports: Handouts with the agenda are related to the plans.
 - If you are in the green, you are doing a great job to make sure everyone has everything in/reviewed. The rest are at various levels of completion (waiting to be reviewed, not started, etc.) and they are well overdue.
 - If there is a program that is offered but has had no students, the plan should be updated. The report would then show that there are no students.
- Reports: Back of the agenda – due dates.
 - Individual service unit or program reports are due October 15.
 - Evaluation, college-level reports are due November 1.
 - Report template has not changed.
- Meetings with Deans: This past year, we have circled around the idea that we need to engage the deans in our processes in some way.
 - We would like to discuss how that would work – beginning with having the Provost involved in individual meetings with the deans. We would like other opinions on how this engagement might work.
 - We want the deans to be aware of our levels of assessment reporting, how data should be used, and how ultimately, this will all go to the HLC.
 - Perhaps it would be useful if, when data is ready from liaison reports that talks about what needs to happen, what needs to improve, that information is delivered to the deans at a meeting with the provost as an overview of everything. Though, this is not preferred by the liaisons.
 - Alana will draft up a “guide” and how it can be fulfilled, for course assessment and the deans’ roles in the processes.

- Center for Creative Instruction (group we work with for managing templates)
 - Alana was asked to follow up on a way that when you submit feedback to individual programs on your reports, there is no way for the system to generate only that portion for review. Jamie in CCI would like all requests/changes for the templates to be summarized in one request.
 - Could we expand comments so that we are commenting on each criterion on the rubric, with the rubric included? Each program would have their own.
 - When this process first began, reports and plans were private. We would like to set up access so that internal people with UTADs can access/view assessment reports. Perhaps set up under the Employee tab on Blackboard/myUT.

Updates

- VALUE Institute – we have until next spring to submit our materials. Mysoon Rizk and Alana were trained as reviewers at the national level and will choose nine or so faculty who teach a course related to critical thinking that is at the senior year of undergraduate, who would be willing to either modify an existing assignment or create a new assignment that would align well with the rubric.
- Assessment Institute – Alana, Holly and Nancy will be attending the conference. The program proposal submitted is on how we use the data retreat/our process and how it helps.
- Blackboard Outcomes – allows us to pull samples of student artifacts and create a rubric that is secondary to a grading rubric in a course, so that you can look across courses and across assignments. Representatives will be coming to teach more about it. We will let you know when it is scheduled.

Upcoming Meeting Schedule

September 5, 2018	1:00-2:30pm	NE 1022	
October 3, 2018	1:00-2:30pm	NE 1022	
November 7, 2018	1:00-2:30pm	NE 1022	
December 5, 2018	1:00-2:30pm	NE 1022	
January 9, 2019	9:00am-1:00pm	TBD	Data Review Retreat
February 6, 2019	1:00-2:30pm	NE 1022	
March 6, 2019	1:00-2:30pm	NE 1022	
April 3, 2019	9:00am-4:00pm	TBD	Assessment Day
May 1, 2019	1:00-2:30pm	NE 1022	