University Assessment Committee Meeting Minutes
Wednesday, November 6, 2019
1:00-2:30pm
1022 North Engineering

Attendees: Alana Malik, Barbara Schneider, Holly Monsos, Nancy Staub, Brian Kuhn, Jackie Berger, Matt Franchetti, Michele Soliz, Patricia Relue, Tom Atwood, Brian Ashburner, Susan Pocotte, Laurie Mauro, Lynne Hamer, Sara Clark

Vice Provost Update
HLC Kick-Off meeting (breakfast) – Need direct evidence of assessment of student learning
- Gigi Fansler, HLC liaison – said we need direct assessment of student learning outcomes within our programs. Needs to be a clear part of our process going forward.
- We are going to, additionally, ask all of our programs to choose one of their signature assignments to assess and have them report on that next fall.
- Our accredited programs already do direct assessment, but they will also be asked to provide that information to the HLC.
- Alana will present the curriculum mapping process to the Provost's Deans + Staff meeting on November 20th.

Chair Update
Service Unit Reports
- Service reports are still due soon.
- Liaison reports for service units are due within the next few weeks, with exception for those who only have one service report.
- Some colleges have chosen to do reports for everyone this year – if you have these reports, you can analyze everything together.
- If you are responsible for submitting an individual report,
  - Click "Menu"
  - Click "My Assessments"
  - You will then be able to edit a report

Office Updates
BCSSE updates (handout)
- Building the dashboard – for learning their experiences here at UT.
- Dashboard changes as you look at certain student groups.
- Added it to Blackboard under this meeting's folder.
- Next year, the survey will be a part of the daily activities during Rocket Launch.
- Advisors in all colleges also got individual advising reports on each student.

- The BCSSE also facilitates the NSSE – Alana created a presentation (handout) on the parallel information collected from students at the end of their first year and at the end of their senior year (done every other year). Gives us an idea on the parallel information across years.

VALUE Institute Project
- Still waiting for the data to come from the national organization.
- For the next round (summer, 2020), quantitative reasoning – it would be good to get 'critical thinking' from the core curriculum. Will wait to get that information from the summer, 2020 round.

IUPUI Assessment Institute – Curriculum Mapping
- The Assessment/UTC office is working on a core syllabus review (400+ syllabi), with a December 6th deadline.
- Alana and Michele attended the IUPUI Assessment Institute this year – Alana attended a full-day workshop on curriculum mapping.
  - Hosted by Jennifer Harrison and Vicki Williams from UMBC.
  - Jennifer has been invited to come speak at Assessment Day, as the kickoff to helping all of our dept. chairs and those aiding in the curriculum mapping process.
  - Template (handout) from UMBC – they use a numbers system, which is what we will now use.
  - Service units can be included in this curriculum mapping discussion/workshop.
  - For service units, if you do not have learning outcomes – there are maps that align strategic planning goals to programs and activities in services provided by service units.
- There is more information on our curriculum mapping on the Assessment website.

Assessment of the Core Curriculum
- Tom Atwood – liaison to the UAC from the Core Curriculum Committee
- Alana Malik – Provost Office representative to the Core Curriculum Committee

Curriculum Mapping Timeline:

Action Item	Target completion date	Person(s) responsible	Status
Determine the purpose and scope	September 2019 UAC Meeting	UAC membership	Complete
Develop the template(s) and other developmental materials	November 2019 UAC Meeting	Alana Malik, with approval from UAC membership	In progress
Communicate plan with university leadership	December 2019	Barbara Schneider, with support from college liaisons	In Progress
Train faculty and staff to complete their maps- January	January	Alana Malik, with support from college liaisons	In Progress
Collect maps	April 30th	Individual Programs submit materials through online system	Not started
Provide feedback	By August 31st	College liaisons	Not started

Upcoming 2019 Meetings

UAC Meeting	December 4, 2019	1:00-2:30pm	North Engineering 1022
UAC Meeting	January 8, 2020	1:00-2:30pm	North Engineering 1022
Assessment Day	January 17, 2020	9:00am-5:00pm	Brady Center, Nitschke Tech. Complex
UAC Meeting	February 5, 2020	1:00-2:30pm	North Engineering 1022
UAC Meeting	March 4, 2020	1:00-2:30pm	North Engineering 1022
UAC Meeting	April 1, 2020	1:00-2:30pm	North Engineering 1022
UAC Meeting	May 6, 2020	1:00-2:30pm	North Engineering 1022