

**University Assessment Committee**  
*Wednesday, September 5, 2018, 1:00-2:30PM*  
*North Engineering 1022*

**Attendees:** Alana Malik, Bill Ayres, Scott Molitor, Shery Milz, Nancy Staub, David McMurray, Dawn Sandt, Joan Duggan, Tom Atwood, Geoffrey Rapp, Michele Soliz, Susan Pocotte, John Plenefisch, Caryl Liber, Ashley Pryor, Laurie Mauro, Patricia Relue

**Senior Vice Provost for Academic Affairs Report**

- Looking at the year to come – emphasis this coming year is heavily on student success issues: retention rates, graduation rates, DFW rates, etc. and assessment is a really big part of that.
  - Committee on Institutional Effectiveness and Planning
  - Fall ALT meeting (October): talking about student success and the institutional culture. Dr. Gaber wants UT to be a student-centered institution. Student learning is the institution's responsibility.
  - Suggested reading: *Becoming a Student-Ready College, Are You Smart Enough?*, and *What Is It About Me You Can't Teach?*
- Provost put together a pool of money for seed grants for initiatives designed to aid in student success – Program for Academic Excellence - \$20,000-25,000 each.
- Our next HLC visit is in about four years: beginning to put together the team who will begin working on the Assurance Argument (self-study document). Assessment is at the heart of the accreditation enterprise.
  - The work done by the UAC is going to be increasingly visible and important.

**Office Updates**

- Assessment plan/report submissions
  - We are trying to get all of the plans updated as soon as possible.
  - Bill is sharing the red list and the gold list with the Provost. Next, conversations will be had with the deans to get these things done.
- Alana holding office hours – will work through individual appointments. If people want help, Alana is happy to come to people's offices.
- Tracking Tool update: submitted a proposal to the Academic Technology Governance Committee and they approved it. Jamie from CCI will work with Alana to get these changes done.
- VALUE Institute project: hoping some of you will help identify faculty teaching senior-level undergraduate courses. UTC sent out the call to all faculty this week. Hoping for a sampling of faculty across all colleges.
- Blackboard Outcomes
  - Blackboard team will do a training for us during our regular meeting time on November 7<sup>th</sup>.
  - If you know of other groups who might be interested in using the Outcomes portion, let Alana know. Can be used for any level of course.

## Discussion Items

- Assessment Day/NILOA
  - NILOA is giving us the opportunity to submit a proposal for coaching: What kinds of ideas do we have for them to give us support? And, how can we use this as a part of our Assessment Day in the spring? (handouts)
  - They need a specific issue for which we would want coaching.
  - Scott's idea: How can we use assessment of student learning to drive institutional decisions? Using outcomes and assessment of student learning to drive curricular changes and changes within our own programs.
  - Alana will write up a draft.
- Data Retreat
  - Takes a look at data provided to the university – NSSE, senior survey, etc. – break up into teams to take a look at what that data really says. Identifying strengths and weaknesses and submit a letter to the Provost with findings.
  - Committee for Institutional Effectiveness and Planning now takes a look at a lot of the same data to see if the data provides any evidence to support the institutional outcomes.
  - Will take place in January – asking what data should be reviewed for the next retreat: one suggestion is to take a look at our own assessment/student data – framing it in terms of the institutional learning outcomes, multi-program-level reviewing.
  - Binder: Do we want to look at data that will help us generate themes for something? Do we want to look at data that will help us consider how our program assessments link back to our institutional learning outcomes? We want to see data that is showing things that need improvement, not data showing things that are satisfactory.
  - Maybe this year, tell the Provost that we looked at our own process and raised our own questions and we are looking at our own data and committee, while looking at all of the programs.
- Assessment “Policy” Draft
  - Read through it and let Alana know if it needs more detail.

## Assessment Tracking Tool Demonstration

- If they have started their submission but it is not ready for you to look at, it will say “In Progress”
- If they are ready for you to look at it, it will say “Needs Review”
- Once all is done in review, it will say “Reviewed”
- Option to decline a report – they can write in an explanation for why they are not submitting a report.
- Rubric is available to checking. Notes are attached to your evaluation report – that field will copy into your college report (your most recent submission of notes).
- System generates an email letting them know report has been submitted/reviewed.
- Everything you do in the system can be undone/fixed (with the exception of auto-generated emails)

## Fall 2018 Due Dates:

October 15 – Individual Program/Service Unit Reports

November 1 – Liaison Evaluation Reports

**OVERDUE** – Individual Program/Service Unit plans updated to the new template and reviewed

## Upcoming Meeting Schedule

October 3, 2018	1:00-2:30pm	NE 1022	
November 7, 2018	1:00-2:30pm	FH 1060	
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	