



University Assessment Committee

Meeting Minutes

Wednesday, October 6, 1:00-2:30PM

Webex Meeting

Attendees: Brian Ashburner, Tom Atwood, Lori DeShetler, Shelly Drouillard, Matt Franchetti, Dan Hammel, Brian Kuhn, Vicky Kulicke, Alana Malik, Brad Menard, Shery Milz, Holly Monsos, Julie Murphy, Susan Pocotte, Geoff Rapp, Patty Relue, Michelle Schroeder, Valerie Simmons-Watson, Lei Song, Sylvia Suh, Amy Thompson, Jackie Thompson, Cindy Tierney, Tia Tucker

Not present: Terribeth Gordon Moore, Lydia Cozier, Shannon Neumann, Robert Schultz

Welcome : Welcome everyone and thank you for coming.

Chair Report: Holly Monsos

Two things to watch for when reviewing plans – October 15th assessment report due date is coming up. There is an option for people in their plans to select no report. The intention of that was in the year that you have a program review, for example, or perhaps an accredited external accreditation visit, those might be the years in which you don't report, but you shouldn't pick no report otherwise.

The other thing to watch for – some programs think we have our program review every year. So they marked on their plan they review their program every year. Yes, they should be looking at their program every year but we are referring to the official every 7 years program review process that the University runs. That's the only year that should be marked for program review; it shouldn't be marked every year.

Office Updates:

You can still register for the IUPUI Assessment Institute (Virtual and Free!) Deadline to register is October 11th
<https://assessmentinstitute.iupui.edu/registration/index.html>

The HLC 4B criteria was completed this morning. In terms of where 4B is and what we've been talking about in our evidence, we've done a really good job of improving our process. We've addressed the things we can control.

If you have plans or reports that you think are a good example of the work that's being done in your college or service unit please let me know. I'm going to try if I can to add a few more into the evidence for the assurance argument. I may not be able to get it in in time for this month, but I'll keep them in mind for when the folks are here if they ask for more examples.

I am going to pull the assessment plans that haven't been turned in yet and give you a list of those so you can let your folks know they are overdue. It would be helpful to have those plans reviewed before the reports come in. I will send that information out sometime this week.

Items for Discussion:

What is the story we want to tell to the HLC regarding assessment over the last 10 years? What are the key points we want to make? This will also help the ones who are new on the committee. Comments: - I think the switch to the new template for the assessment plans has been huge because it's not just a plan that sits in limbo, it is now a longitudinal plan. It really forces you to think about how you want to do your assessment. It actually gives people a roadmap to follow, which I think is huge. - The curriculum mapping and the inclusion of learning outcomes into the new classes in our curriculum management system. I do think it was not uncommon

for faculty to say I don't think our students know this. – I think one thing that we've done particularly well, specifically Alana, is educating us on the clear alignment between assessment planning and strategic planning. The focus should be on strategy and what our strategic planning is and of course the assessment information. That is a theme we have talked through and I feel Alana has really been trying to push that with faculty and staff. - The HLC may meet with a small group from this committee. They are just looking for further explanation of what's written in the evidence. – I think there's a pretty good story there for the service areas and the co-curricular folks. We now link to outside entities that have standards and we have a definition and we know which ones should be included and which ones shouldn't be.

HLC team on campus Nov. 8 & 9, 2021

HLC Team member with particular focus on assessment:

Dr. Frederick William Burrack, Director of Assessment, Kansas State University

Try to schedule meetings around the 8 and 9th as much as you can. Senior leadership knows everyone needs to be on deck. Your contributions are always important and necessary in all of the areas where you wear hats.

If you have any last minute questions be sure to address them at the November 3 meeting.

Thank you all.

Fall Dates to Remember:

September 15th	Assessment plans due
October 11 th	IUPUI Assessment Institute Registration closes at 5pm
October 15th	Assessment reports due
October 24 th -27 th	IUPUI Assessment Institute (Virtual and Free)
November 1st	Evaluation reports due

2021-2022 Meeting Schedule:

November 3	1:00pm-2:30pm	Web Ex
December 1	1:00pm-2:30pm	Web Ex
January 5	1:00pm-2:30pm	Web Ex
February 2	1:00pm-2:30pm	Web Ex
March 2	1:00pm-2:30pm	Web Ex
April 6	1:00pm-2:30pm	Web Ex
May 4	1:00pm-2:30pm	Web Ex
June 1	1:00pm-2:30pm	Web Ex