



University Assessment Committee Meeting Minutes

Wednesday, March 3, 2021

1:00-2:30pm

WebEx Meeting

Attendees: Brian Ashburner, Tom Atwood, Rachael Decker, Lori DeShetler, Matt Franchetti, Dan Hammel, Jamie Henneman, Brian Kuhn, Alana Malik, Laurie Mauro, Shery Milz, Holly Monsos, Susan Pocotte, Patty Relue, Robert Schultz, Jackie Thompson, Cindy Tierney, Tia Tucker

Not present: Lydia Cozier, Terribeth Gordon Moore, Lynne Hamer, Shannon Neumann, Julie Quinonez, Geoff Rapp, Michele Soliz, Amy Thompson

Welcome and Check-In: - Holly Monsos – Welcome.

Special Guest: Jamie Henneman, Software Engineer, Center for Creative Instruction

Jamie Henneman gave an update of the new templates created in the system. The functionality is pretty much the same. Everyone will need to submit a new plan before they can run a report because the reports are based on the program learning outcomes that have been entered into the plan. The wording of the outcome can be edited, deleted or new outcomes can be added. If it is a service unit those would be populated in the co-curricular table automatically. You can add or delete those also. In your report you can reschedule things if you would like. If you're not scheduled for a program review, you're going to select none all the way across. The folks who are accredited or have a program review coming up they're going to put those in for each year. To review the PLO's you need to select 1 academic year within the 7 year plan and review it just once. The type of report can be selected for the given year. You can always change any of the values in your report and reschedule if you like. You can export data to an Excel file to change the data. Alana sent a link to the test system. To access the test site:

<http://ccidev.utoledo.edu/assessment/login.aspx> Use it so you are familiar with it ahead of time. We can start working with people now to get them used to the new templates. Everyone agreed to move forward with the new system. The goal is to have it open in the system by next week. Let people know to be patient if there are issues and we will get them fixed as soon as we can. Training materials will be put together to navigate the templates. The new system will be up and running in the fall for everyone to use.

Thank you all for the feedback. See you next month.

2020-21 Meeting Schedule:

April 7

May 5

June 2

July 7