Minutes of the University Assessment Committee Meeting  
October 28, 2009  
1:00 pm – 2:00 pm  
GH 3100  

Meeting Agenda  

1. Review of UAC Membership – Ron Opp  
2. Review of Assessment Plans – Laurie Mauro  
3. Annual Assessment Reports – Bin Ning  
4. HLC Site Visit – Penny Poplin Gosetti  
5. HLC Criterion III Committee – Connie Shriner  
6. Collegiate Learning Assessment – Bin Ning  
7. Remaining Meetings Fall Semester- Ron Opp  

1. Ron Opp opened the meeting with a review of the agenda items, followed by a review of the committee make-up.  
   a. Shanhe Jiang requested an extra individual from HSHS to be represented on the Assessment Committee.  
   b. Bin Ning requested clarification on the need for a Student Senate representative.  

2. Laurie Mauro opened a discussion of the process being used for the review of college/unit assessment plans.  
   a. Only a handful of colleges have submitted viable plans for review.  
   b. A new deadline has been sent for submission of Assessment Plans—Friday, November 20th.  
   c. Committee Members:  
      i. Llew Gibbons – Law  
      ii. Patricia Komuniecki – Graduate Studies  
      iii. Noela Haughton – Education  
      iv. Steve LeBlanc – Engineering  
      v. Ron Opp – Education  

3. Bin Ning suggested the assessment plan template that was distributed last year should be used this year to submit assessment reports for this year.  
   a. Penny Poplin Gosetti indicated that there have not been any reports submitted thus far—from fall ’07 to spring ’09.  
   b. A new deadline has been set for submission of Assessment Reports—Friday, November 20th.  
   c. Committee Members:  
      i. Susan Batten – Nursing  
      ii. Terribeth Gordon – Business  
      iii. Shanhe Jiang - HSHS  
      iv. Bin Ning – Institutional Research  
      v. Bruce Poling - Engineering  
      vi. Antony Edgington – Faculty Senate  

Ron Opp initiated a discussion on the Assessment Training and Development Committee  

vii. He indicated that we will be replacing the chair for this committee.
viii. He proposed the following assessment workshops:
   1. New faculty orientation to assessment
   2. The learning matrix and rubric tools in Epsilen
   3. Proposed assessment management tool

ix. Bin Ning brought up an Assessment Day held by Owens Community College

4. Penny Poplin Gosetti initiated a review of assessment at the University of Toledo
   a. Criterion Teams (1, 2, 3, 4)
   b. Site visit: 2012, February and March, and fall—just prior to Thanksgiving.
   c. Meeting with all criterion teams together to share the work they are doing, looking for overlaps.
   d. At our last site visit, seven years ago, concerns were focused on strategic plan; the other concern was assessment. A focused visit was required in these two areas.
   e. We are doing assessment because assessment is important—but the HLC also looks at our assessment. HLC has moved from concern regarding assessment plans, to look at how assessment is being used to make improvements.
      i. Was assessment merged when the Main Campus and Health Science Campus merged?
         1. Have units that have professional accreditation (like the School of Medicine) been pulled under our entire University assessment plans?
   f. Assessment Plans and Reports must be turned in; they must also include feedback, and a description of how feedback will be used.
   g. Bin Ning suggested we need to continue doing what has been done up to this point. He indicated that there are three areas that need attention:
      i. How to weave everything together—assessment in the core curriculum with program-based assessment
      ii. Professional training workshops
      iii. Documentation process
         1. Ron Opp indicated that all Assessment Sub Committee’s should keep minutes of meeting times; minutes should subsequently be posted on the Assessment website.

5. Connie Shriner opened a discussion on HLC Criterion III Committee—a handout was distributed to the committee members.
   a. The handout provided a description of Core Component 3A
      i. Definition of “program” is needed.
      ii. Four bullet points at bottom—must be captured; programs should be able to provide same information.
      iii. Examples of evidence are provided on the backside of the handout.
   b. Connie discussed the charge to the committee
   c. Connie discussed the connections to the University Assessment Committee
   d. Connie proposed activities and timelines.
   e. Penny Poplin Gosetti asked about an assessment plan for the Core Curriculum from the Core Curriculum Committee.
      i. Steve LeBlanc asked for assistance from the Provost’s office in order to make this happen.
   f. Llew Gibbons questioned where we are located in relationship to peer institution (i.e. BGSU, Kent State, Ohio University).
      i. Ron Opp indicated a phone conversation with peer institutions could be beneficial.
ii. Llew Gibbons requested a half-day meeting, inviting institutions within a 100-150 mile radius to visit UT and discuss assessment.

6. Collegiate Learning Assessment (CLA)
   a. Bin Ning discussed:
      i. The purpose of CLA—a holistic approach to test analytical thinking
         1. Modules:
            a. Performance-based module
            b. Critique an article module
         2. Test administrated this fall
            a. Freshman selected from English composition classes—a representative sample of the entering freshman class
            b. Seniors also tested
            c. Same sampling method used every time.
   ii. Administration information
   iii. Plan for dissemination of results
   iv. Anticipated changes based on results

7. Remaining Fall UAC Meetings:
   a. November 18th, 1-2pm
   b. December 16th, 1-2pm

Meeting concluded at 2:15 p.m.