Collegiate Learning Assessment – Sunday Griffith
The Collegiate Learning Assessment (CLA) is a survey given twice each academic year: once in the fall semester to freshmen students and once in the spring semester to outgoing seniors. The purpose of the CLA is to assess the core competencies gained during a students’ attendance at UT. This is a mandated process for assessment. The problem we are having here is finding enough outgoing seniors (roughly 100 individuals) to volunteer the 90 minutes it takes to complete the assessment. Suggestions were given as to recruitment techniques such as compensating the participants, making it a requirement in a senior course, and working with student government. Sunday will check with Ohio institutions that use CLA to see what methods they use to obtain participants in this group.

HLC Criterion III – Connie Shriner
The aspects of what makes up Criterion III was discussed. Connie needs information on assessment of distance learning courses and the core curriculum to include in her report. The next Criterion III committee meeting will be held this Friday, October 22.

Assessment Reports – Lee Heritage
Lee and Penny Poplin Gosetti are working on the matrix for the University Assessment Matrix to have criterion in line with the HLC fundamental questions on student learning. As soon as this rubric is complete, the University Assessment Matrix will be available. The start date for the review process of the current assessment reports has been pushed back to October 29th since the matrices were not available for uploading as early as planned. The hope with these reports and review process is that there will be institutional consistency with everyone reporting in the same way.

Assessment Plans – Laurie Mauro
Only half of the unit assessment plans that are on the University Assessment webpage have dates from this year. All units need to have their most updated plans uploaded. April Dix will contact each department to confirm whether the report on the site is their most recent. Any department who has a more recent version of their plan should email them to Ron Opp and Marcia King-Blandford.

Assessment Portal – Ron Opp
The responsibilities pertaining to the assessment portal on Epsilen have been assigned. Penny Poplin Gosetti will be granting administrative permissions, Ron Opp will be granting approvals
and permissions for matrices, April Dix will be available for assisting in the creation of matrices and rubrics, Ben Pryor will head professional development pertaining to the portal, Sunday Griffith will be the contact person in reference to running customized reports, and Jeff Perry will be the technical support. Anyone needing technical support should email UTLV.

**Assessment Workshops – Ben Pryor**

Several instructional workshops have been planned for the spring semester. These workshops will include understanding and using the tools for program coordinators and how to use the data for assessors. Ben also spoke on the Banner integration issues. The question of using the program post integration for course evaluation was raised and Ben said he would investigate.

**University Assessment – Penny Poplin Gosetti**

The state defines program as the major at the undergraduate level and as the concentration at the graduate level. Penny and Sunday met with all the departments to figure out what programs they had to assess and had the assessment matrices revised accordingly. All colleges, excluding Education, Business, and Arts & Sciences have been approved. The three remaining matrices will be revised and approved by Friday. Penny would like the review of the college assessment reports done by the holidays but no official deadline has been set.

**Miscellaneous**

The University of Toledo’s Counselor Education program was recently recognized with the Robert Frank Outstanding Counselor Education Program award. Several of the programs at the university are presently working on accreditation with their respective accrediting bodies. The question was raised as to what was meant with the student and faculty involvement column on the assessment matrices. It was determined that this was addressing any and every aspect regarding assessment where faculty and staff are involved.

The next committee meeting will be held November 17, 2010.