**UAC Meeting Minutes**  
April 21, 2010  
1 to 2:30 pm  
GH 3100C

**Members Present:** Susan Batten, Llew Gibbons, Terribeth Gordon, Noela Haughton, Lee Heritage, Shanhe Jiang, Bin Ning, Ron Opp, Bruce Poling, Penny Poplin Gosetti, Marlene Porter, Seth Powless, Ben Pryor, Tracy Long Romer, Barbara Schneider, Connie Shriner

**Members Absent:** Patsy Komuniecki, Steve Leblanc, Laurie Mauro

**Introduction of New UAC Member**

Ben Pryor, the director of Learning Ventures, was introduced as a new member of the UAC.

**Revisiting the University Assessment Plan**

Penny Poplin Gosetti led a discussion about the university assessment plan, including a review of what objectives of the plan have not yet been achieved, how these objectives will be achieved, and who will be responsible for ensuring each objective is met and by what date. The UAC agreed to periodically revisit the plan and to review the implementation of each objective. There was also a conversation about the need to update the university assessment plan, and the UAC Steering Committee was given this responsibility.

**Observations from the HLC Meeting**

Connie Shriner discussed her observations of assessment expectations that emerged from her recent attendance at the HLC meeting in Chicago. She indicated that assessment information from other institutions was reported at the *program* rather than at the *department* level. Much conversation ensued about the appropriate level to be reporting assessment information. A consensus emerged that UT needs to begin reporting assessment information at the *program* level as soon as possible. Bin Ning agreed to send out a list of all degree programs at UT to the unit assessment liaisons, so that they could edit the list as appropriate. Additional conversations about reporting expectations will occur at the May UAC meeting.

**Collegiate Learning Assessment (CLA) Implementation Issues**

Bin Ning reported that 58 seniors completed the CLA test, which was a significant shortfall from the desired sample size of 100 seniors. Conversation followed about switching the test administration design from out-of-class to in-class administration. The committee agreed that plans need to be put in place this summer for identifying the classes for administering the CLA to seniors next spring.

**Epsilen Assessment Reports**

Ron Opp solicited feedback from the UAC on assessment reports that have been created so far in Epsilen. These reports include a *Matrix Assessment Summary Report*, a *Student Assessment Summary Report*, a *Contrasting Assessments Report*, an *All Assessors Report*, and an *Assessment Highs/Lows Report*. Any comments on the functionality of these reports, along with suggestions for additional assessment reports, should be sent to Penny Poplin Gosetti.
Remaining Spring Semester UAC Meetings

The last UAC meeting for the spring semester is scheduled for May 12\textsuperscript{th} in GH 3100C from 1 to 2:30 pm.

Proposed Summer Meeting Schedule

Ron Opp proposed that the UAC meet monthly over the summer semester on Wednesdays from 1 to 2:30 pm in GH 3100C. These meetings are scheduled for June 9\textsuperscript{th}, July 7\textsuperscript{th}, and August 4\textsuperscript{th}.

The meeting was adjourned at 2:30 pm