University Assessment Committee Meeting – May 2, 2012

Attendance:
Brian Ashburner  Alana Malik  Terry Romer
Jamie Barlowe  Laurie Mauro  Barb Schneider
Anthony Edgington  Scott Molitor  Rebecca Schneider
Peggy Fritz  Holly Monsos  Connie Shriner
Llew Gibbons  Susan Pocotte  Linda Smith
Heather Johnson Huntley  Penny Poplin Gosetti  Suzanne Spacek
Barbara Kopp Miller  Marlene Porter

Discussion/review of the academic program and service unit templates
• Scott Molitor and Barbara Kopp Miller will incorporate suggestions from today’s meeting and updated templates will be sent to all UAC members via email for additional feedback. The goal is to have templates to the colleges and service units by June 1.

College Presentation
• Peggy Fritz – College of Adult and Lifelong Learning

Timeline/Committee discussions
• Report submission deadlines were discussed. Historically, college reports were due in the summer. As a result of feedback, the deadline was pushed back to October. This past year it was moved to September. Penny and Barb will discuss different points of view and send suggested deadlines to the group via email. (Deadlines will not be any earlier than last year.)
• A sign-up sheet for 2012-2013 UAC committees was passed around for people to sign up. Website and Report Committees will be set like last year. The roles and responsibilities of the Training and Development Committee may see some changes that could include committee member input.

To-do list requested by President Jacobs/Vice Provost Report
• Since our meeting with President Jacobs, he has publicly indicated that there will be an office to support assessment. Penny’s job title will now be Vice Provost for Assessment, Accreditation and Program Review.
• At our April 17th meeting, President Jacobs asked the UAC to “think outside the box” and come up with some ideas for how he can help us. The group discussed ideas, which included:
  o Help UAC close the feedback loop by making presentations to Senior Leadership and Board of Trustees.
  o Include assessment in the strategic plan.
  o Include assessment in his September state-of-the-university speech.
  o Encourage Communications to provide UTNews article(s) related to assessment.
  o Participate in a 360° review, meaning that the President’s office and selected Vice Presidents’ offices turn in a service unit assessment report.
  o Deans/Colleges and the President provide examples of decisions made using assessment data.

Reminders:
• Next meeting will occur in July. A follow-up email will be sent to determine the date.
• We will communicate electronically prior to the next meeting. Please check your email!