University Assessment Committee
Wednesday, June 4, 2014
1:30-3:30 p.m.
ST South 2032
Minutes

Attendees: Barb Kopp Miller (BKM), Marlene Porter (MP), Laurie Mauro (LM), Aimee Mendelsohn (AM) Stephen Schissler (SS), Kim Pollauf (KP), Chris Roseman (CR), Marilyne Wood (MW), Susan Pocotte (SP), Sue Ann Hochberg (SAH), Holly Monsos (HM), Barbara Schneider (BS), Cynthia Spitler (CS), Brian Ashburner (BA), Scott Molitor (SM), Llew Gibbons (LG), Julie Thomas (JT), Kristen Keith (KK), Terribeth Gordon-Moore (TGM), Deborah Mattin (DM), D’Naie Jacobs (DJ)

Handouts: Agenda; Assessment of Academic Support Service Units Ppt,

UAC CHAIR REPORT

1. New CALL Liaison
   a. Kim Pollauf was welcomed to the committee as the new CALL liaison

2. Faculty Assessment Liaison
   a. BKM read the job description
   b. Chris Roseman will be filling the role for 1 year starting July 1

3. Higher Learning Commission (HLC) update
   a. Criteria 4 has BKM as chair with SP and CR on the committee

4. Presentation Schedule Adjustments

<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
<th>Department</th>
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<tbody>
<tr>
<td>8/6/2014</td>
<td>Andy Sadouskas</td>
<td>Student Affairs</td>
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<td></td>
<td>Julie Thomas</td>
<td>College of Health Science</td>
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<td>Brian Ashbruner</td>
<td>College of Natural Science and Mathematics</td>
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5. General Education
   a. GenEd assessment committee will convene to review
   b. Looks to be on an annual basis with degree programs giving input

6. Rubrics
   a. SM is working on creating a rubric and will send out a draft soon.

7. Reminder – July meeting is in Student Union 3018

Vice Provost Report - None

Office of Assessment, Accreditation, and Program Review - Alana is out until June 24

Discussion

1. Annual Report
   a. Will finalize when Alana returns

2. Certificates
   a. Depends on the number of credits offered
   b. Need to report assessment

3. Awards
   a. Recognize programs/units, individuals, both? Accredited/Non-Accredited? – will discuss in July
4. Chart for *Who does What*
   a. Question about who does what and it was suggested that a chart be created for reference

5. Service Templates
   a. SP gave a presentation on Assessment of Academic Support Service Units
      i. Revise the Service Template
      ii. Require that Academic Support Service Unit Assessment Plans articulate how the service activity is connected to academic student teach and learning
      iii. Academic Support Service Outcomes should not morph into Student Learning Outcomes unless the “service” is an education activity
         1. Stand-alone course
         2. Part of a course
      iv. Any course(s) not part of a program curriculum should be considered an academic support service activity
   b. Convene the Academic Support Service liaisons to complete the process

**Updates: Round table**

1. Athletics – doing much in assessment

Minutes submitted by
Marlene Porter, incoming chair of UAC
Tuesday, June 24, 2014

**Upcoming Meeting Schedule**

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<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>July 2</td>
<td>1:30-3:30pm</td>
<td>SU 3018</td>
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<tr>
<td>August 6</td>
<td>1:30-3:30pm</td>
<td>ST South 203</td>
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<td>ST= Stranahan Hall</td>
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