University Assessment Council  
January 31, 2014, 10:00 a.m.

Minutes

Members Present: Drew Clark (Chair), Vince Cammarata, Dan Givens, Susan Hubbard, Charles Israel, Paul Jungnickel, Abigayl Langham, Ed Loewenstein, Nels Madsen, Juliet Rumble, Jenny Schuessler, Bret Smith, Susan Villaume, Chelsea Ellithorpe, and Iryna Johnson.

Drew Clark called the meeting to order at 10:00 a.m.

Minutes from the last UAC meeting on November 20, 2013 were approved.

Drew introduced and welcomed to the University Assessment Council Charles Israel, Associate Dean, College of Liberal Arts.

Iryna Johnson shared progress report on assessment reports submitted by educational programs. This year, the Office of Institutional Research and Assessment is providing feedback to all educational programs that submitted reports. In most cases, revisions of the reports or collecting additional information for 2013-2014 reporting cycle have been requested. Nels Madsen expressed a concern that, in some cases, reports might be stronger than the feedback indicates. Iryna agreed that this might be the case and suggested that meetings with faculty would be very helpful to resolve questions and concerns that were raised during report revisions.

In cases when existing reports indicate the need for collecting new evidence, it was suggested that an early report for 2013-2014 reporting period should be requested. Drew Clark suggested a deadline of June 15th for final revisions of 2012-2013 assessment reports or new 2013-2014 assessment reports, if the evidence collected during the 2012-2013 assessment cycle is not actionable. Bret Smith indicated that some programs plan to use a different assessment instrument during the 2013-2014 assessment cycle. However, detailed information about these new assessment instruments is not always provided. It was suggested that meetings with departments might help to ensure that new assessment instruments will be helpful in providing actionable data. Members of the University Assessment Council agreed that it would make sense to follow up with educational programs and request meetings to discuss feedback they received and assessment instruments they use during 2013-2014 academic year.

Iryna Johnson shared examples of three randomly selected assessment reports. Members of the Council reviewed the reports and shared their impressions of these reports.

The meeting was adjourned at 11:30 a.m.