

University Assessment Council

Minutes

Friday, February 4, 2005

250 Student Union

2:00 p.m.

Present: A. Carlozzi, C. Hawkins, S. Haseley, P. Lumpkin, E. Miller (in L. Martin absence), S. Ownbey, J. Schatzer, and G. Wilber.

The meeting began with introductions of new members (Haseley and Hawkins), followed by introductions of regular members and representative. Minutes from the Council's November meeting were reviewed and no corrections were made.

Lumpkin announced that results of the Graduate Satisfaction Survey will be available in March, and that each degree program will receive a report of their results.

Three sub-committees of the Council met late in the Fall semester and reviewed outcomes assessment for 23 programs; feedback has been sent to the assessment coordinators, department heads, and deans of those programs.

The group discussed ways to make graduate assessment stronger and to communicate reviews back to the departments in the most positive way. Some members indicated that understanding seems to be growing regarding assessment in general, learning outcomes, rubrics, etc. It was suggested that it would be helpful to put samples/examples on the web of stated learning outcomes and rubrics, and that departments and/or colleges should schedule individual meetings about reports and invite Lumpkin to discuss assessment activities. It was suggested that it might be helpful to post Kay Bull's material on instructional effectiveness program on the website, as well as models on writing learning objectives and writing rubrics. It was also suggested that the Council should provide timely feedback on academic program reviews from the Board need to be sent back to the program. A member suggested asking Dr. Strathe to present a simple message to faculty on incorporating assessment into the academic program review process.

The templates for assessment plans and reports that were developed from Council meetings in the fall have been sent to assessment coordinators and were presented and discussed in two workshops this semester. A handout was developed from the rubric to help programs going through program review assess for themselves the effectiveness of their assessment plan and report.

Update on Professional Development Sessions –

- "Program Outcomes Assessment: Templates for Assessment Plans and Annual Reports," January 20 and 21. Approximately 25 faculty and staff attended each day.
- "Effective Assessment of Graduate Programs," January 26. Presenters reported that comments from those in attendance were positive, however, participants are still somewhat confused. It's a slow process, however it seems that faculty are starting to understand.

- “General Education Assessment Process and Results.” Three different sessions will be presented February; each session will include a discussion of the rubric used for assessment of a specific learning goal, including how it was developed and how it is used for assessment.

February 9 – Written Communication Skills

February 10 – Critical Thinking

February 24 – Science Problem-Solving

Wilber gave an overview of the presentation set for February 10. The session will focus on developing assignments that can be used to assess critical thinking.

Survey Updates:

- **College Student Survey Report** – a copy of this report was included in the packet of handouts.
- **Graduate Student Satisfaction Survey** – the Bureau of Social Research completed collecting data, by phone, of currently enrolled graduate students in the fall. A report of results will be completed in March/April.
- **CIRP Freshman Survey** – survey was completed in August, 2004. Results will be available in April.
- **Survey of Alumni of Graduate Programs** – Next week the Bureau of Social Research will begin calling alumni of graduate programs who graduated in 1999 and 2003. A report of results will be available during the summer.
- **National Survey of Student Engagement** – this will be conducted in Spring 2005 as an on-line survey. An e:mail from Dr. Strathe will be sent to students asking for their participation.

The meeting was adjourned at 3:15 p.m.

Minutes prepared by B. Brown.