

UNIVERSITY ASSESSMENT STEERING COMMITTEE

Summary Note for Meeting #20, March 22, 2004

Members present: Robert Wertkin (Social Work and Committee Chair), Toni Barnes (Upward Bound/DOSA), Hal Bates (Academic Advisors), Katharine Cummings (Teaching, Learning, Leadership), Linda Delene (Academic Planning and Assessment/Provost's Office), Brad Dennis (University Libraries), Meg Dupuis (English/COGE), Damodar Golhar (Haworth College of Business), Lonnie Hannaford (College of Education), Linda LeBlanc (Psychology), Stephen Malcolm (Biological Sciences), Donald Meyer (Economics), Galen Rike (Waldo Library/AAUP), David Reinhold (Chemistry/USC), Vladimir Risukhin, (College of Aviation), Edmund Tsang (College of Engineering and Applied Sciences), Ric Underhile (Sindecuse Health Center/Division of Student Affairs), Donna Weinreich (Gerontology)

Guests: Marianne Di Pierro (The Graduate College).

Members Absent: Patrick Benton (Aviation), Mozhdeh Bruss (Family and Consumer Services), Beth denHartigh (Disabled Student Services), Linda Ickes (Career and Student Employment/DOSA), Hossein Mousavinezhad (Electrical and Computer Engineering/GSC), Ed Roth (Music), Heidi Solberg-Viar (GSAC Representative), Martha Warfield (Division of Student Affairs), and Bill Wiener (The Graduate College).

Report from the Chair

The summary note for the February meeting was approved. (Golhar/Dennis)

Wertkin distributed and reviewed a summary of the status of the department assessment plan approvals and noted that our goal is to have all plans approved by the end of June. Some departments seem confused about the difference between the timeline and the date for the plan's evaluation. RACT chairs may want to send an email to department chairs to clarify the difference. Dennis and Golhar noted that RACT chairs could also request the inclusion of the evaluation date prior to bringing the plan to the UASC. Doing so might save time for the committee in situations where the evaluation date is the only requested revision.

A question was raised about asking departments to name an individual who will be responsible for the plan's evaluation. It was suggested that departments might indicate a position rather than a person (for example, the chair of the department assessment committee). However, the group decided to continue to ask for specific names in order to have a streamlined process for following up and to assure continued faculty engagement in the assessment process.

Wertkin introduced Debra Newsome as a new member of the committee. She will represent Extended University Programs.

The UASC needs to elect a chair and secretary for 2004-2005. Committee members should submit nominations to Ric Underhile by April 12.

Report from the Vice Provost

Delene introduced Sue Brodasky, who has accepted the position as her administrative assistant. Delene noted that the committee needs to schedule meetings for SUM I. Previously announced dates were tentative and did not reflect availability of committee members. Sue Brodasky will email committee members concerning preferred dates and times. The UASC will likely undergo some changes in membership as members rotate off the committee. Changes will take place in May. The University Senate will be asked to make the UASC a standing committee. Assessment grant proposals were received and will be reviewed by a subcommittee of the UASC. The subcommittee will report on their work at the April meeting.

Delene shared information on the new Student Information System for the university. The current system is being replaced by a new ten-module system that includes several tools for assessment and accreditation, including TracDat and iWebFolio. Department assessment plans will be entered into the TracDat system this summer to facilitate departmental use of the system as they assess their programs and students. The ICES system being piloted in the College of Arts and Sciences will be linked to the new SIS system to streamline the process of ordering forms from the University of Illinois. Students will begin registering using the new system in February 2005 (registering for Sum I & II, 2005). Delene provided a chart showing various committees charged with implementation of the new system and the timeline for implementation of all components.

Wertkin thanked Delene for her stewardship of the project.

Reports from the Review and Consultation Teams

The Arts and Sciences RACT distributed a summary of their recommendations. After discussion, the following RACT recommendations were approved by the UASC: February plans approved: Africana Studies, Communications, and Comparative Religions (LaBlanc/Cummings). March plans approved: Economics, English (with minor revision), Geography, History, and Spanish (with minor revision). The plan from Geosciences was tabled and will be returned to the department for revisions. The plan from Foreign Languages will also be returned to the department for major revision. (Malcolm/Golhar).

The Engineering and Aviation Sciences RACT presented their report on Material Sciences and Industrial design. The RACT recommended that the plan from Industrial Design be accepted. The committee approved this recommendation (Galen/Lonnie).

The RACT presented their summary of the Material Sciences plan indicating that all areas were rated as adequate. It was noted, however, that the plan failed to include student outcome measures. After much discussion, the committee tabled the plan until student learning outcome measures are included. (Cummings/Golhar).

Delene reminded RACT chairs to include dates on reports or summaries.

Aviation's plan was tabled until additional information is included.(Golhar/Lablanc).

The Business and Education RACT distributed a summary of recommendations. The Military Sciences plan was received on March 19th and was not reviewed prior to the UASC meeting.

Two plans had been revised and resubmitted with great improvements. The RACT recommended and the committee approved the plans from Integrated Supply Management and Business Information Systems.(LaBlanc/Golhar Family and Consumer Sciences made the minor revision that had been requested. The RACT recommended approval of their plan. The committee accepted this recommendation. (Golhar/Cummings).

The plan submitted by Health, Physical Education and Recreation was complete except for an indication of faculty involvement in its development. The plan was tabled until faculty involvement is demonstrated. (Golhar/Dennis).

The Fine Arts RACT presented their recommendations. Theater was approved with a minor revision (the addition of a specific date for evaluation). (Hannaford/Bates). The plan from Dance was not approved (Golhar/LaBlanc). The committee noted that all items were rated either marginal or missing. The department will be asked to resubmit after consultation with the RACT.

Discussion and Updates

Underhile provided an update on assessment in the Division of Student Affairs. An assessment plan is being developed for DOSA as a whole. The plan will be submitted at the April meeting.

Wertkin provided a brief update on the College of Health and Human Services. Interdisciplinary Health Services has no formal faculty, but several faculty from the affiliated departments are preparing an assessment plan. The plan will be brought to the UASC in April.

Hannaford asked the committee to consider adding a criterion concerning the adequacy of the measures indicated in departmental plans. Delene suggested that the adequacy of measures should be considered in the evaluation of the plan.

NEXT MEETING: April 19th 9:00-11:00. Linda Delene will provide treats. 😊