

UNIVERSITY ASSESSMENT STEERING COMMITTEE
Summary Note for Meeting #27: January 31, 2005

Attending: Judah Ari-Gur (CEAS), Sue Brodasky (Institutional Effectiveness), Susan Caulfield (COGE), Kathy Cummings (EDUC), Marianne DiPierro (Grad College), Eileen Evans (Institutional Effectiveness), Bruce Ferrin (HCOB), Linda Lumley (DOSA), Deb Newson (EUP), Peter Parker (CEAS), Dave Reinhold (USC), Ed Roth (FA), Bob Wertkin (HHS & Chair).

Absent: Barry-Davis, Benton, Bigelow, Blanchard, Denhartigh, Dennis, Ickes, Kiddle, Leja, Petts.

Wertkin called the meeting to order and asked for approval of Summary Note # 26. A motion to approve was passed (Evans/Caulfield).

Roth distributed a summary of the status of plans from the College of Fine Arts and Health and Human Services. The plan from the School of Art maintains its initial approval, but the department will be reminded of the importance of faculty involvement in assessment. Plans from Dance and from the Master in Fine Arts programs will continue to be tabled pending additional development. The plan from Blindness and Low Vision Studies was not approved in its current form and will be re-submitted following consultation with the department chair.

Reinhold shared information concerning the plans from the College of Arts and Sciences. The RACT reviewed the plans from Public Administration and Medieval Studies. Both plans will be returned to the departments with suggestions for revisions before being acted upon by the UASC. The plan from Math is “on hold” until consultation with the interim chair.

Wertkin provided an update on the plan from Educational Studies. The department has been asked to submit a plan by the end of February.

Wertkin also shared an email concerning an off-campus program through the College of Engineering and Applied Sciences. The Manufacturing Engineering program is housed entirely off-campus at the Muskegon EUP site. They operate as a stand-alone department (separate from the on-campus Industrial and Manufacturing Engineering Department). The UASC agreed that the Manufacturing Engineering program should submit an assessment plan by August, with a progress report to the committee in June.

Evans informed the committee that the lifecycle and revision policies reviewed at UASC have been approved. She also explained the process being used for annual assessment reports from the deans to the provost. Departments will submit an “assessment impact report” from TracDat or from a word template mirroring the sections of that report to the dean each spring, along with a memo from the department chair highlighting the specific actions taken as a result of assessment data, specific actions that remain to be taken, and a description of any changes to the assessment plans. The deans will prepare a memo for the provost which provides an evaluation of the implementation/use of assessment in each unit, steps to be taken by the college and departments based on the assessment data, and a description of the ways in which the college will foster a “culture of assessment” in the coming year.

Evans reviewed the progress of the NCA/HLC Steering Committee, noting that a report will be prepared during this semester in preparation for the November 2005 focused visit. She invited participation in the NC State Assessment Conference this spring, with travel support available from her office. Evans also announced an on-campus event on March 22-23 focusing on Diversity Assessment.

Assessment grants will again be available for the coming year. An emphasis will be placed on the assessment of diversity, including global perspectives. Applications should be received by April 10th and will be reviewed by a committee including Evans, Caulfield, DiPierro, and Reinhold.

Caulfield led a discussion about the necessary support and resources for assessment efforts within departments. Committee members were supportive of the recognition of assessment efforts as part of faculty workload.

Cummings provided an update on the implementation of TracDat, noting that assessment team members from the Colleges of Aviation, Education, Engineering, Fine Arts, and Health and Human Services have been introduced to the application. Small group training on the use of the application is on going.

Wertkin noted the committee's appreciation for the work of Meg Dupuis on the UASC since its inception. She continues to participate on the General Education Assessment Committee.

The meeting was adjourned at 1:55.

Reminder: Dates for Spring Term UASC meetings

February 21

March 28

April 18

May 23

June 20

All meetings will be held from 2:00-4:00 in Room 3150 Schneider Hall.