

University Assessment Steering Committee
Summary Note #30
Meeting May 23, 2005

Attending: Judah Ari-Gur (CEAS), Patrick Benton (Aviation), Sue Brodasky (Institutional Effectiveness), Maira Bundza (Libraries), Susan Caulfield (COGE), Kathy Cummings (EDUC), Marianne DiPierro (Grad College), Meg Dupuis (A&S), Eileen Evans (Institutional Effectiveness), Bruce Ferrin (HCOB), Lin Foulk (Fine Arts), Linda Ickes (DOSA), Jim Leja (HHS), Suzie Nagel (DOSA), Deb Newson (EUP), Peter Parker (CEAS), Dave Reinhold (USC), Zoann Snyder (A&S)

Absent: Barry-Davis, Bigelow, Blanchard, Gera, Kiddle, Lumley, Malcolm, Petts,

In the absence of the committee chair, Pat Benton called the meeting to order and asked for approval of the Summary Note #29. Several changes and corrections were made before the note was approved. The corrected Summary Note will be posted on the Assessment website.

The plan from Blindness and Low Vision Studies was discussed and tabled. The department's new chair, Jim Leja, will work with the RACT and re-submit a plan.

Reinhold distributed copies of the review matrix for Public Administration. The plan was approved (Reinhold/Cummings). The plan from the Medieval Institute was discussed and approved (Reinhold/Cummings). The progress on an assessment plan from the Math department was discussed. Action on this plan was tabled until the department is ready to submit a new plan (Parker/Caulfield).

The revised plan from the department of Education Studies has been received by the RACT and will be ready for action by the UASC in June.

Evans described the progress on awarding assessment grants for 2005-06. Final notice of the awards will be distributed by June 20. Suggestions arising from the review of proposals included the need for a detailed budget up front and the importance of linking the proposal to intended student learning outcomes. Evans also summarized the work of the NCA/HLC Steering Committee, the report from UASC to the Faculty Senate, the progress toward the online Assessment Toolbox, and the establishment of a committee to review the current general education requirements. The chair of the review committee will be invited to attend a meeting of the UASC.

The committee discussed the review of approved plans. This review will occur in two ways. The first review will be a part of the department's annual assessment report, in which chairs are asked to describe changes to the assessment plan. The other review will occur every five years when the UASC will review all plans.

Cummings reported on the implementation of TracDat. The process of preparing the annual assessment reports was a motivating factor for several departments.

The next UASC meeting will be held on June 20 from 2:00-4:00 in Room 3150 Schneider Hall.