

University Assessment Steering Committee  
Summary Note # 43  
January 22, 2007

Attending: Patrick Benton, chair (Aviation), Gary Bigelow (A&S), Sue Brodasky (Institutional Effectiveness), Maira Bundza (Libraries), Barbara Cockrell (USC), Kathy Cummings (EDUC), Betty Dennis (Univ Curric ), Marianne DiPierrro (Grad College), Meg Dupuis (A&S), Eileen Evans (Institutional Effectiveness), Bruce Ferrin (HCOB), Hossein Mousavinezhad (AAUP), Peter Parker (CEAS), Carie Robertson (Sindecuse), Zoann Snyder (A&S), Gwen Tarbox (GSC), Yvonne Unrau (CHHS).

Absent: Ari-Gur, Foulk, Ickes, Nagel, Newson, Stokes

Benton called the meeting to order and asked for approval of Summary Note #42. The note was approved (DuPuis/Dennis) with one correction. Natasha Jankowski was moved from the list of members to the list of guests for the meeting.

Benton reported on his meeting with the Faculty Senate Executive Committee concerning the addition of information on assessment to the curriculum review documents. He noted that some of the senators expressed concerns over the use of assessment results in the recent graduate program review. Benton will work with Jim Gilchrist and Mary Lagerway to review the curriculum review documents. Benton suggested that the UASC should be more visible to the university community to assuage some of the concerns about assessment. Benton and others from UASC will make a presentation to the senate.

Benton distributed copies of the letters sent to college deans in response to their annual assessment reports. Evans noted that the letters were sent along with the provost's response to the deans. She indicated that two colleges asked for the opportunity to respond to the letters or amend their reports in light of the letters.

Evans reported on the 2006-07 annual assessment report format. This year, deans and departments will be asked to submit the "three-tiered" report format that was used in 2004-05. The college reports will be due on August 1. The dean's portion of the reports will be posted online. It was suggested that a link to assessment information be included on the main WMU web page. Evans will check into the possibility.

Evans distributed the 2007-08 Assessment Grant Guidelines. Submission deadline is April 15. Changes and clarifications to this year's guidelines include the focus on direct measures of student learning, a clarification that participation in cohort activities is a requirement for fellows, and a reminder that fellows will make on-campus presentations on their projects. Ferrin asked about the limitation of a single fellow from an academic department. He noted that some faculty from the college were interested in a project involving a core business class. It was noted that such proposals should not impact the evaluation of other proposals from the involved departments. The review committee will include Snyder, Cockrell, Unrau, and Benton. Dupuis volunteered to participate during the next round of proposals. The review committee requested Brodasky create an electronic portfolio to be used to access the applications and provide feedback.

Evans updated the group on reactions to the NSSE results (presented to UASC in November). She indicated that President Heinecke charged the student success committee with developing a list of recommendations based on the NSSE results. One of the recommendations will involve focus groups of students to assist in gathering information about the “supportive environment” on campus. Parker requested a copy of the NSSE results and Evans will send him the executive summary.

RACT Reports: Evans reported on a meeting with the math department concerning their assessment plan. In attendance were Evans, Benton, and Dupuis from UASC; Tabitha Mingus and Gene Freudenburg from the department; and A & S Associate Dean Alex Enyedi. The department has a draft of a plan and will submit a plan to the RACT by March 16. Snyder asked about the meeting, noting that she is the chair of the A&S RACT and might have been included. Future communications regarding the plan from math will be directed through Snyder and the RACT.

Cummings reported no progress on the plan from Blindness and Low Vision Studies. She will meet with the department chair and the dean to explain the need for a plan by March 16<sup>th</sup>.

Brodasky reported on the PATHS activities and noted the upcoming panel on rubric development (February 8). Cummings indicated that sample rubrics will be provided at that session.

The assessment portfolio was discussed. The importance of having a complete portfolio before sharing it with the public was noted.

Cummings reported that she has resigned from the directorship of the Center for Electronic Portfolios and Assessment. She will continue to support on-campus assessment activities as well as the implementation of TracDat and iWebfolio. She and Stokes will continue to report to UASC on TracDat and iWebfolio as they relate to assessment.

Bundza distributed information on the ICT Literacy Assessment, including the findings from more than 60 institutions. She noted the possible applications of the information to WMU. Cockrell pointed out the authentic nature of the assessments used. Bundza will share with Evans the list of institutions using the assessment.

Benton asked about the meeting schedule. It was decided to keep the UASC scheduled as planned, but with the March meeting to include presentations from the Assessment Fellows. Brodasky, Stokes, and Cummings will be making presentations on TracDat and iWebfolio to the SCT Summit in March. A volunteer will be needed to prepare the summary note from the March meeting.

The meeting adjourned at 3:35 (Ferrin/Parker).