

University Assessment Steering Committee
Summary Note # 44
February 19, 2007

Attending: Patrick Benton, chair (Aviation), Gary Bigelow (A&S), Sue Brodasky (Institutional Effectiveness), Barbara Cockrell (USC), Marianne DiPierro (Grad College), Meg Dupuis (A&S), Eileen Evans (Institutional Effectiveness), Bruce Ferrin (HCOB), Hossein Mousavinezhad (AAUP), Deborah Newson (EUP), Peter Parker (CEAS), Cari Robertson (Sindecuse), Zoann Snyder (A&S), Karen Stokes (SAIR)

Absent: Judah Ari-Gur (CEAS), Maira Bundza (Libraries), Kathy Cummings (EDUC), Betty Dennis (Univ Curric), Lin Foulk (Fine Arts), Linda Ickes (DOSA), Suzie Nagel (DOSA), Gwen Tarbox (GSC), Yvonne Unrau (CHHS)

Benton called the meeting to order at 2:04 p.m. A motion was made to approve summary note #43 (Evans/DuPuis) with one correction. Brodasky was asked to create an iWebfolio portfolio for review of the assessment grant applications.

Benton reported that since he prepares an annual report of the UASC for the faculty senate he will request time on the agenda to give a verbal update at the senate's April or May meeting. He encourages any senate members who also sit on UASC to attend.

Benton reported that due to weather closure the curriculum change committee did not meet on February 5 and has rescheduled for February 23. This is a select group lead by J. Gilchrist. Discussion was held regarding the difference between formal and informal assessment followed by a discussion of student learning outcomes. Evans noted the importance of showing the collection of the evidence and closing the loop. Discussion was held regarding the specific wording to be included on the curriculum change form. Benton will continue to update UASC and ensured the committee that the develop of the language to be included will be done with its input.

Evans reported that the Faculty Assessment Grant Fellows for 2005-06 will make their public presentation at the next UASC meeting on March 19. The presentations will include projects from the College of Business and one from Health and Human Services.

Evans reported that two WMU delegations have been selected to present this year at the North Carolina State University Assessment Symposium.

Evans distributed copies of the call for the Deans' Annual Assessment Report, along with the three templates, which will be distributed tomorrow and posted to the Institutional Effectiveness website. The reports are due August 1, 2007, however, there are no interim deadlines defined. Evans noted paragraph four which states that the Deans' section of the reports are to be published on the Institutional Effectiveness website. Evans asked that the UASC plan to review the reports at its September meeting and provide comments at its November meeting along with the Provost's response.

RACT Reports: Snyder clarified the March 15 deadline for the math department plan.

TracDat/iWebfolio Update: Stokes reported that she has been asked to provide regular reports of the Advisory Board to the UASC. The Advisory Board meets approximately every six to eight weeks to help provide direction for Stokes and the ongoing implementations and training for

both tools. At its December meeting discussion was held regarding the information on assessment provided to new UASC members and how that relates to TracDat and iWebfolio. A new version of TracDat is scheduled for release this summer. Changes will include a tickler system for those who do data entry, or feedback data. WMU has asked to be a beta testing site for this new version, allowing us to tweak the product before final implementation. It was acknowledged that iWebfolio is in heavy use across the College of Education. The College of Business is using it in course 2700, Health and Human Services has use in Nursing, OT, and Speech, and the College of Engineering has begun using it. Stokes explained the use of iWebfolio in FYE this past fall. The next Advisory Board meeting is February 23. Ferrin explained that he was an instructor for FYE this past fall but did not use iWebfolio as requested. He did not find the use of the product in relation to the course had been explained adequately. He requested Stokes contact the Deans office for the College of Business to arrange for a presentation to all the department assessment committees. Specifically to outline what the tool is and why it exists on campus, and what can it do for him as an instructor to achieve student learning objectives. Discussion was held regarding the use of portfolios.

Evans reported that the UASC and the Office of Institutional Effectiveness acknowledge the work of assessment through support of the Fellows internal research, and presentations at national conferences. Now with the restriction on travel she would like to explore the idea of a prize, or award, for scholarly publications. i.e., articles published in newsletter, magazines, books, chapters, journals, etc. She asked for a UASC sub-committee to be formed in order to develop the guidelines for such a recognition program. Discussion was held regarding the definitions of articles to be considered. The sub-committee will include Benton, Robertson, Parker, and DuPuis.

Ferrin will arrange for room 1120 Schneider for next months meeting in light of Fellows presentations. Evans has arranged for her graduate student to take minutes of next months meeting.

The meeting adjourned at 3:09 p.m. (Ferrin/Parker).