

University Assessment Steering Committee
Summary Note # 46
April 16, 2007

Attending: Patrick Benton, chair (Aviation), Gary Bigelow (A&S), Sue Brodasky (Institutional Effectiveness), Maira Bundza (Libraries), Betty Dennis (Univ Curric), Marianne DiPierro (Grad College), Meg Dupuis (A&S), Eileen Evans (Institutional Effectiveness), Bruce Ferrin (HCOB), Lin Foulk (Fine Arts), Linda Ickes (DOSA), Hossein Mousavinezhad (AAUP), Deborah Newson (EUP), Peter Parker (CEAS), Karen Stokes (SAIR), Gwen Tarbox (GSC), Yvonne Unrau (CHHS)

Absent: Judah Ari-Gur (CEAS), Barbara Cockrell (USC), Kathy Cummings (EDUC), Suzie Nagel (DOSA), Cari Robertson (Sindecuse), Zoann Snyder (A&S)

Guests: Bryce Dickey (EDUC), Lisa Paulius (A&S)

Benton called the meeting to order at 2:09 p.m. A motion was made to approve summary note #45 (Ferrin/Parker), approved.

Evans reported that an e-mail has gone out to all UASC members who seats are up for renewal. For those that agree to continue serve an appointment letter will be sent and for those who decline she will contact the respective dean to seek a nomination. The UASC needs to elect a chair which will be a one year term. The duties include setting the meeting agendas, reporting to faculty senate, attending the fellow's monthly meetings, and leading UASC initiatives. Evans opened the floor for nominations. Bundza nominated Benton, who accepted the nomination. With no other nominations there was a motion to close the nominations (Mousavinezhad/Ferrin). Evans motioned to approve Benton as chair. Motion approved.

Bundza inquired about her dual representation for both the Library and International Programs. Specifically she asked if the Library representative needed to be a faculty member. Evans responded that the representative preferably should be faculty. Bundza asked to continue her seat as international representative. Discussion was held regarding faculty representatives and administrator representatives. Evans asked for Dean Reish to put forward a nomination for the Library representative to Evans for review.

Benton reported in Snyder absence that she had sent all UASC members an e-mail with the comments of the A&S RACT about the department of mathematics assessment plan. The RACT recommended some additional changes and will bring it back to UASC after appropriate action. Brodasky reported that the H&HS RACT had just been provided the Blindness and Low Vision assessment plan and had not had time to review it.

Benton reported that the committee to review the curriculum change form has completed its review of the form. Two items have been added to reference assessment. One item will ask the applicant to list, or name, the formal or informal assessment that had lead to this change. This item is a stand alone item separate from the rational. He went on to say that Gilchrist requested a second item be added which asks for a list of methods and learning outcomes that will be assessed because of this change. The form will be finalized by the committee and it will go before the Faculty Senate at their May meeting. Evans reported that she has requested a report of the curriculum changes for 2007-08 where assessment was indicated as a contributing reason for

change. Discussion was held regarding the use of the form and acceptance of changes. Ferrin asked for a copy of the form to be provided to UASC if possible. Benton agreed to forward the wording used for those two items via e-mail to the committee.

Benton gave an overview of the annual report to the Faculty Senate that he is preparing. In the report he references the approval of the Math plan but indicated that may need to be changed in light of the RACT's report. Dupuis asked to have the language reflect that it is expected the plan will be approved at the May UASC meeting. Also in the report is reference to the oral reports on assessment by the academic deans at UASC and the written replies that resulted. Regarding UASC outreach programs, the PATHS sessions, Dr. Choban's visit, the faculty assessment grant fellow's public presentations, the developing scholar award program, the development of the assessment portfolio, and UASC's participation in the curriculum change revision were mentioned. Bundza asked for a copy of the report, Benton will send out via e-mail.

Benton updated the committee on the work of the sub-committee established to outline the scholarship awards. Benton, Parker, Robertson have outlined a unit award and individual award(s). The unit (department or non-academic unit) would be nominated and if awarded receive appropriate recognition where as individuals who have published an article in a journal or other venue would be considered for a cash award. The amount and number of individual awards is yet unknown. They will bring documents for review at the May UASC meeting.

Benton suggested the creation of a monthly assessment newsletter following the UASC meetings. He went on to suggest it be distributed to all department assessment committee contacts and follow the format of WMU Today e-mail with short news bites and links to further details. He handed out a sample template. A motion was made to pursue formation of a newsletter (Bundza/Dennis), approved. Discussion was held regarding assignment of tasks, contents, and resources. A sub-committee of Bundza, Ickes, and Brodasky was formed to formalize details.

Evans reported that one Faculty Assessment Grant application has been received to date, with the deadline for submission being 5 p.m. Brodasky was asked to coordinate review panel meeting.

Evans reported that we have registered to participate in BCSSE and Brodasky is working with the FYE and orientation offices to facilitate administration of the survey. She also noted that we will proceed with NSSE and FSSE participation registration during Fall 2007.

Evans reported on the view of national accreditation and assessment by reiterating the recent topics of meetings between the US Department of Education and the national accreditation agencies. There is apparent tension due to the Dept. of Ed trying to impose standards on higher Ed institutions by requiring the accreditation agencies to act as enforcement by inclusion of measurement of degrees completed, number of students employed, grades on certification exams, and minimum level for student achievement within the criteria. Further there will be a mandate to publish graduation rates, retention rates, and professional exam data to public websites. It is anticipated that the US Dept of Ed will make it harder to reject transfer credits from institutions that are not regionally accredited. Discussion was held. Evans was asked to create documentation that can be shared with administration and faculty explaining the issues at hand.

Stokes reported that the second iWebfolio student portfolio contest had come to a close and the four winners will be announced soon and the winning portfolios will be linked to the CEPA website. The formation of the new UASC member orientation was scheduled for the next TracDat/iWebfolio advisory board meeting. Three staff members presented at the national SunGard Summit on TracDat and iWebfolio.

Dupuis provided a hand out regarding the baccalaureate writing assessment. She reported that the group working on this item has been named an ad hoc committee of the Undergraduate Studies Council. Discussion was held regarding the proposed assessment methods and its applicability for use in all baccalaureate writing courses.

Dupuis asked for confirmation of attendance schedule for members leaving the committee. Brodasky noted that both outgoing and incoming members are asked to attend the May meeting.

Unrau asked about the effect of a low application rate for the Faculty Assessment Grants. Discussion was held regarding raising awareness.

The meeting adjourned at 3:27 p.m. (Parker/Unrau).