

University Assessment Steering Committee
Summary Note #49
October 15, 2007

Attending: Patrick Benton, chair (Aviation), Rosana Alsaud (GSAC); Sue Brodasky (Institutional Effectiveness), Maira Bundza (International Programs), Kathy Cummings (EDUC), Vincent Desroches (A&S), Marianne DiPierro (Grad College), Edward Eckel (Libraries), Eileen Evans (Institutional Effectiveness), Lin Foulk (Fine Arts), Kevin Knutson (Arts & Sciences), Deb Newson (EUP), Peter Parker (CEAS), Dave Reinhold (A&S, Undergrad Studies Council), Carie Robertson (Sindecuse), Karen Stokes (ex-officio, TracDat), Gwen Tarbox (GSC), Yvonne Unrau (CHHS).

Absent: Ari-Gur, Buwalda, Darrah, Ferrin, Ickes, LeBlanc, Snyder

Benton called the meeting to order and asked for approval of summary note #48. The summary was approved (Bendza/Eckel). Evans announced that Sue Brodasky will be executive assistant for Jim Gilchrist, but will continue to work with UASC. Evans recognized Brodasky as “the heart and soul” of Institutional Effectiveness and Benton congratulated Sue on behalf of UASC.

Benton provided the final draft of the Assessment Excellence Awards. He noted the change in date for submission to allow for recognition of award winners during the Academic Convocation. Several editorial changes were noted and Benton indicated that he would make corrections. A motion to approve the final draft with the noted corrections passed (Cummings/DiPierro).

Input from UASC members on the Dean’s Annual Assessment reports was sought. Benton indicated that UASC members should use the guidelines provided via email attachment. Comments should be sent to Benton by November 1. UASC members may email their comments or send them through campus mail.

Benton noted that the Faculty Senate has approved the language change on curriculum review forms. The newly revised forms include a section for discussion of the role of assessment data in making changes. The changes will permit the university to demonstrate how program improvements are linked to assessment findings.

A plan for the 5-year assessment plan review process was distributed. The plan was developed by a committee consisting of Kevin Knutson, Bruce Ferrin, Bob Wertkin, Jonathan Bush, and Pat Benton. The review will include a faculty survey. Benton asked Evans whether the Office of Institutional Effectiveness would provide a prize or two as an incentive for completing the survey. Robertson volunteered to provide a prize as well. Unrau asked whether the review will include additional data-gathering strategies and whether the scope will include all aspects of the university assessment system. Benton and Knutson noted that survey results will be shared with the UASC and should serve as a starting point for further study.

Eckel discussed the planned workshop on publishing in the area of the “scholarship of teaching and learning” (SOTL). He distributed a plan for the workshop. Additional information will be available at future UASC meetings. He indicated that faculty will be given priority for the workshop, but graduate students will be able to attend if there is room.

Evans presented information about the Voluntary System of Accountability (VSA). WMU will be an early adopter of the plan to assess core areas of student performance.

Brodasky provided the call for presentations for the North Carolina State University Assessment Symposium and indicated that Institutional Effectiveness will support the attendance of WMU faculty and staff who make presentations.

Stokes reported on the TracDat and iWebfolio committee. The committee has expanded its work and is now called the “Assessment in Action” committee. It will continue to work with TracDat and iWebfolio as well as assisting with the PATHS workshops, the assessment newsletter, and bringing together information and activities to support assessment efforts on campus. Bundza discussed the assessment newsletter. A motion to electronically publish the

newsletter twice each semester was passed (Cummings/Tarbox). Stokes noted that the PATHS session in November will focus on the use of rubrics. A student contest will again be held to recognize exemplary electronic portfolios. The contest is being supported by the Office of Institutional Effectiveness. Dave Choban from Nuventive will be on campus in November to assist us in moving to the new version of TracDat. It was noted that the use of TracDat will be mandatory for annual assessment reports in Spring 2009.

The meeting was adjourned at 3:00 (Reinhold/Tarbox).