The University Assessment Council

Consolidated Notes
March 11 – 12, 2014

Present: Holly Hallmann, Kim Campbell, Stuart Usdan, Millie Jackson, George Daniels, John Schmitt, Marsha Adams, Donna Keene, Jon Acker, Lorne Kuffel, Bob Smallwood, Ginger Bishop, Jim Bailey, Liza Wilson, Beverly Roskos, Claude Arrington, Jim Leeper, and Ray White.

After a brief discussion, Dr. Smallwood introduced Dr. Bishop, new Director of Institutional Effectiveness, who then facilitated a session about the needs of the University Assessment Council (UAC). The following items represent a consensus of ideas discussed over the two sessions conducted on March 11 and 12.

- Provide more professional development on why we "do assessment" and feedback on the quality of assessment practices with individual programs/units
- Provide more professional development at leadership level on use of data
- Provide more intense professional development on best practice in assessment to members of the UAC so they are the "experts"
- Involve chairs in developing assessment plans and reports and professional development with program faculty; provide examples of assessment done well
- Schedule UAC meetings well in advance and establish a regular meeting time
- Provide ongoing support as well as regularly established times (at least once a semester) for training on WEAVE and writing outcomes
- Identify ways to use the Graduating Senior Survey, e.g. disaggregate responses by program, revise so that it allows for students to respond to university-wide questions and then program-specific questions, include graduate students
- Investigate ways to assess research, including Academic Analytics
- Provide ongoing support for assessment so that it becomes a part of the institutional culture
- Integrate graduate/professional studies into assessment discussions
- Create "assessment resources" that are accessible to all, such as repository of exemplars with an explanation of why they are exemplars, metrics/tools, glossary, etc.

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In attendance:

Holly Hallmann- Student Affairs
Kim Campbell- Business
Stuart Usdan- HES
Millie Jackson- University Libraries
George Daniels- Communications
John Schmitt- Graduate School/Provost Office
Marsh Adams- Nursing
Donna Keene- Continuing Studies

Bob spoke about the UA participating in the Technology component during our NSSE 2.0 2013 administration. It is a SACS standard and this data could be useful.

More faculty development on why we are doing assessment. Faculty don't realize the consequences. Development at "Higher Level." Leadership (Provost/VPs/Deans) may not understand how to really use the data. "Manage Up." Example with the QEP Implementation team- representatives and Deans go back and forth about what to do or not do.

Involve Chairs--- hand holding, show good/bad examples. Chair is crucial for success. Have Chair's meet with people. Chair's need to understand why this is good/bad.

Schedule meetings well in advance so people can get them on their calendars.

On-going WEAVE/Learning Outcomes training. Maybe twice a year.