

University Assessment Committee
January 8, 2010
CDL Conference Room, 12:00-1:00 PM

I. Call to Order

II. New Business

A. Review of the Assessment Approval System

David Collins, Assistant Director of Information Security and Application Development, attended the meeting to discuss the new features of the MyPark Portal Assessment System as well as the assessment system that Dawit Webshet has been working on for the committee.

MyPark Portal Assessment System:

David reported that the MyPark Portal Assessment System is being changed to allow committees, such as the UAC, more flexibility in controlling membership. Debra Sheffer will be the “leader” on the portal for the UAC.

Additionally, the process for accessing the UAC committee information is changing. Committee members must now go to the MyPark Portal and select “Campus Life” (Not “Offices”). This will bring up a list of groups and committees, including the UAC.

David explained that anyone on the committee can upload files to the Assessment System. He also noted that there should be a “reply” button which will allow committee members to make comments in system. David plans to check to see why this function is not currently available to the committee members.

Assessment System in Development by Dawit Webshet

David asked what the committee’s expectations are for the assessment system that Dawit Webshet has been working. He noted that this has been an ongoing project. David also indicated that Dawit Webshet will no longer be available to work on this project, but that his department can continue to work on this system. However, he noted that they will not be able to make changes as quickly as the committee needs them made.

Debra Sheffer noted that because of the changes that are taking place in the area of assessment, it will be difficult to keep the system updated. She suggested using the portal system as an alternative.

Both Debra and Evelyn Knowles stated that there will continue to be instability in the assessment process and guidelines for the foreseeable future. Evelyn also advised that we will not know what type of functions the assessment system will need to perform until after Learning Outcome Manager is implemented. She recommended checking with proprietary schools for resources since they have more experience with Learning Outcome Manager.

All committee members concurred that the committee should wait until the assessment process and guidelines become more stable before pursuing this system any further.

B. CA 115 Core Assessment Application and CA 115 Core Assessment Rubric

Both documents were reviewed together. Debra commented that there are multiple verbs in the Core Learning Outcomes (CLO's); however, we need to ease faculty into using only a single verb per CLO. Evelyn noted that we need to be able to determine what is being measured. Marietta Singer observed that some of the verbs used in the CLO's may be part of one of the other verbs listed; therefore, only one verb may be needed. For instance, a CLO that includes both the verbs "analyze" and "describe" may only need "analyze" since one has to describe in order to analyze. It was also noted that if one is measuring "describing" and "analyzing" in the same way, then only one verb is needed.

Debra reminded the committee that the Course Assessment Application form covers the entire course, but the Core Assessment Rubric (CAR) pertains to only the Core Assessment. Evelyn remarked that the CLO's should be measured in multiple places, not just in one assignment. She indicated that, at some point, the CAR may no longer be needed.

With regard to the CAR for CA 115, the committee members noted that the expectations (exceeds, meets, does not meet) for CLO #1 do not correspond with describing, analyzing, and discussing theory as stated in the CLO. They need to be related.

The Course Assessment Application for CA115 was approved. The CAR for CA 115 was approved contingent upon the expectations for CLO #1 being changed to actually measure the CLO.

III. Other Business

Outcome Manager was not discussed at the meeting. In addition, Debra stated that an e-mail vote will be taken on the 11/13/09 and 12/11/09 minutes.

IV. Meeting adjourned at 1:00 p.m.

Membership (*Attended this meeting.)

Aitken, Joan**

*Hsin, Wen

*Knowles, Evelyn

Sanders, Carol

*Sheffer, Debra (Chairperson)

*Singer, Marietta

Soule, Pete

*Stuteville, Becky (Secretary)

** Joan Aitken was on a temporary appointment to the UAC. She will no longer attend meetings.

Others present at the meeting: Chad Ackerman, David Collins

Next meeting: February 12, 2010, 12:00 – 1:00 p.m. in the CDL Conference Room.