

University Assessment Committee

Minutes

October 20, 2008

Attendance: E. Anderson, A. Carlson, B. Custer, J. Ferriell, L. Hunter, M. Lochstampfor, S. Long, M. Lutz

- I. The minutes from the October 6, 2008 UAC meeting were approved as written.
- II. Discussion on where the UAC resides in the university structure
 - M. Lochstampfor searched through the archived minutes of recent UAC meetings and found the UAC reports directly to the Provost. It is not a part of the UGF. In addition, the UAC reports to the faculty through the Faculty Senate. (UAC meeting notes, September 17, 2007.)
- III. Discussion on whether or not the UAC should continue to assess administrative and support service departments
 - A. Carlson felt the committee should continue to assess all areas (both academic units and non-academic units) of the university
 - E. Anderson felt the administrative and support service departments should not have to assess learning outcomes
 - L. Hunter said if we continue to assess all areas, we should have distinctly different evidence inventory forms so there will be no confusion relative to how the forms pertain to the different areas
 - L. Hunter and E. Anderson will look for examples of non-academic assessment inventories
 - L. Hunter will also do some research on the scope of responsibilities for assessment committees at other universities
 - In addition, L. Hunter will survey all areas regarding student learning outcomes and service outcomes. M. Lochstampfor suggested a short survey that looks into commonality, perhaps a two-question format asking about the purpose statement of the department (“What is your service?”) and about how they assess and/or evaluate that service (“How do you evaluate what you do?”).
- IV. Other issues
 - A question was asked about the Higher Learning Commission’s view on assessing graduate education. M. Lochstampfor and L. Hunter will investigate and report back to the committee.
 - The possibility of reducing the number of future meetings was discussed. It was decided to table this discussion until the committee has established its focus and scope.
 - A discussion on the membership of the committee took place but nothing was resolved. Consequently, that discussion will continue at the next meeting.
- V. Next Meeting: Monday, November 3, 2008, at 3:00pm in BL Library, Lenski Room