University-Wide Assessment Committee
Student Learning
February 1, 2012
2:00 p.m., Arcadia Hall 120

Members Present: John Beard (Chair), Ellen Arnold, Teresa Burns, Kristal Curry, Judy Engelhard, Dodi Hodges, Tom Hoffman, Jim Luken, Vivian McCain, Carol Osborne, Brianne Parker, Barbara Ritter, Josh Vossler

Members Absent: Michael Latta, Chris Mee, Nelljean Rice, John Steen, Deborah Vrooman

Guests: Marvin Keene (attending for Michael Latta)

I. Approval of Minutes

John Beard, Chair, convened the meeting at 2:00 p.m. in Room 120 Arcadia Hall and welcomed all present. Approval of minutes was deferred until the end of the meeting.

II. State of Student Learning Report – Edwards College of Humanities and Fine Arts

- Dr. Carol Osborne, Associate Dean
- Dr. Ellen Arnold, College Assessment Coordinator

Chairman Beard thanked the COHFA members for offering to be the first to present the state of assessment in their college to this committee. A copy of The State of Student Learning in the College of Humanities and Fine Arts was included as part of the meeting packet sent out prior to the beginning of this meeting. Carol Osborne began by indicating that the Executive Summary template was used as a model for the organization of this report.

1. Structure of Assessment – A brief description of the players in the assessment process and how they interact was a starting point for describing COHFA assessment.
2. Evaluation of the Assessment Process - Ellen Arnold began on a positive note by discussing the strengths in the assessment process in COHFA, with the wide variety of assessment measures identified as the greatest success in the college’s assessment efforts. Two departments, English and Philosophy, were awarded assessment grants and are using the monies to assess writing. Some departments involved in assessment are still focusing on their successes as opposed to the steps that need to be taken to improve student learning, however, this thinking may change over time.
3. Common Student Learning Issues - Student Learning issues were discussed with specific examples from several departments highlighted.
4. Changes Based on Assessment Results - The changes based on assessment results dealt primarily with modifications to existing practices and the selection of different assessment tools. Refinement of existing processes has also been prevalent.

Chairman Beard asked the presenters how they decided what to include and not include in their state of student learning report. Ellen Arnold indicated that asking the members of the COHFA Assessment Committee what they thought would be best to highlight proved to be helpful. In addition, the evaluations provided by the UWAC-SL College of Science committee members of the 2010-11 reports included meaningful input. Lastly, reviewing the Use of Results section for each department proved useful, particularly when considering the college as a whole.

A brief discussion was held pertaining to the overall evaluation process in COHFA. Fortunately the job of assessment has been spread out and no longer rests solely on the shoulders of one person, typically the department chair. A question was raised: What do we do with this information? To assist faculty in working with assessment results it was suggested that professional development opportunities be offered by the CETL
Center. Opportunities might involve topics relevant across all colleges or be college specific. The need for several common training topics has been voiced by those who have been involved in assessment so the time may be right to develop assessment related training opportunities.

A conversation occurred relating to the dissemination of assessment reporting. Until now, much reporting of assessment results has gone up. The Provost is interested in these results, but the committee agreed that the results have to go out, in addition to up. A disconnect is occurring between the assessment results and classroom practice. The Core Curriculum Committee, for example, reviews assessment results but it is important that these same reports are discussed specific to the majors.

III. Confirmation of Next State of Student Learning Reports

A. Next UWAC – SL Meeting is Wed., February 29
   • College of Business & Library Reports

The original committee schedule listed March 7th as the next meeting date. As the SACS Onsite Team will be on campus on that date it was recommended to change the meeting date to February 29th. All present confirmed this as an acceptable date.

B. On-Campus SACS Visit: March 6, 7 and 8, 2012

The schedules for the visit are being finalized at this time.

C. April 04: College of Science & College of Education Reports

As of this time the Colleges of Science and Education are prepared to present their assessment reports on this day.

IV. Upcoming Dates and Events

A. Note Attached Handout

To date most 2010-11 Executive Summaries have been posted in TEAL Online. Chair Beard extended a “Thank You” to all those who have completed this task.

B. Assessment Grants

A call for proposals for the assessment grants will be sent out in the next week or two. Awards will be announced before the end of the semester.

C. Assessment Day

Three Assessment Days have been held in recent years, some in the spring and some in the fall. The next Assessment Day is scheduled for early Fall 2012. Details and a firm date will be announced when available.

D. Internal Summer Deadlines

No specific university assessment deadlines occur in the summer. Some departments based on their own practices do, however, impose summer deadlines. After the spring semester ends no more assessment data are collected so summer may be a good time to begin work on the assessment reports. There has been talk about funds being available for Assessment Coordinators over the summer for assessment tasks. The Provost may be forthcoming with funds should anyone have a specific project outlined.
V. Announcements or for the Good of the Order

No announcements were made.

VI. Meeting Minutes

The minutes from the January 4, 2012 meeting were included as part of the packet distributed to all attendees. The Chair asked if any modifications to the minutes were recommended. A motion to approve the minutes as submitted was offered by Dodi Hodges, seconded by Brianne Parker, and approved by the committee.

VII. Adjourn – Next Meeting:

With no further agenda items to address, the meeting adjourned at 3:00 p.m. The next committee meeting is scheduled for February 29, 2012 at 2:00 in Arcadia 120.