

## UNIVERSITY ASSESSMENT STEERING COMMITTEE

### Summary Note for Meeting #16: 9:30 – 11:00 AM, November 21, 2003

**Members Present:** Robert Wertkin (Social Work and Committee Chair), Hal Bates (Academic Advisors), Patrick Benton (Aviation), Gus Breyman (EUP - Lansing Campus), Mozhdeh Bruss (Family and Consumer Services), Katherine Cummings (Teaching, Learning, Leadership), Linda Delene (Academic Planning and Assessment/Provost's Office), Beth denHartigh (Disabled Student Services), Brad Dennis (University Libraries), Meg Dupuis (English/COGE), Damodar Golhar (Haworth College of Business), Lonnie Hannaford (College of Education), Linda LeBlanc (Psychology), Stephen Malcolm (Biological Sciences), Donald Meyer (Economics), Hossein Mousavinezhad (Electrical and Computer Engineering/GSC), David Reinhold (Chemistry/USC), Galen Rike (Waldo Library/AAUP), Ed Roth (Music), Vladimir Risukhin, (College of Aviation), Edmund Tsang (College of Engineering and Applied Sciences), Donna Weinreich (Community Health/TOC),. **Guests:** Marianne Di Piero (The Graduate College). **Members Absent:** Toni Barnes (Upward Bound/DOSA), Linda Ickes (Career and Student Employment/DOSA), Ric Underhile (Sindecuse Health Center/Division of Student Affairs), Martha Warfield (Division of Student Affairs), Heidi Solberg-Viar (GSAC Representative), and Bill Wiener (The Graduate College).

Wertkin called the meeting to order at 9:30 AM asking for approval of summary note #15 for 9/19/03. After approval, Wertkin requested reports from the Review and Consultation Teams, with Gus Breyman reporting first. Breyman reported that his team had reviewed nine plans from the College of Health and Human Services, with at least several team members reviewing each plan and providing input. Three plans included reference to faculty evaluation and such material is not appropriate in assessment plans and will be removed. In some cases, a wider range of measures for student learning outcomes would have been more helpful. However, Breyman reported that their work was a positive learning experience and overall the team was pleased with the quality of plans received. Motion by Breyman to approve the nine plans, seconded by Meyer, and the motion was approved with one abstention. Then, Edmund Tsang provided the report from his RAC about plans from the College of Engineering and Applied Sciences. He also noted the excellent work of members of the review team in the process and he reviewed the compilation of comments, which he requested also be provided to the College's Assessment Committee. After discussion, a motion was made by Wertkin and seconded LeBlanc to approve the plans for the Departments of Electrical and Computer Engineering, Civil and Construction Engineering, Computer Science, Industrial and Manufacturing Engineering, Mechanical and Aeronautical Engineering, and Paper Engineering, Chemical Engineering, and Imaging. Another motion was made to **not approve** the plans from the Departments of Industrial Design and from Materials Science and Engineering due to serious weaknesses within both plans. Wertkin will advise the two departments of the need to strengthen their plans and resubmit to the RACT no later than Feb. 15, 2004. In response to the idea of giving the two departments additional time, Delene stated that this was not possible – WMU is under tremendous pressure to accomplish the established timetable for the development and implementation of assessment plans campus wide, and there is very little, if any, room for additional review time. In response to another question, Delene indicated that the uses of assessment information within or across a given college are within the purview of the faculty, chairs, and the respective dean of that college.

Wertkin and the RACT chairs made several suggestions that will improve the review process in the future including the addition of the term "missing" as an alternative to the term "marginal". However, Wertkin expressed his admiration for the tremendous work being done by the review teams. He will notify departments in writing of areas within plans that still need improvement even though the plan has been approved by UASC. Such noted improvements for plans reviewed at this meeting must be made by January 30, 2004, and provided in writing to the chair of the respective RACT, Wertkin, and Delene who has the formal responsibility for maintaining the inventory of approved plans and posting them on the University's website.

Wertkin asked Delene to give her report, and she briefly reviewed the 2003 NSSE results for the Committee, indicating that a full report will be provided in January 2004. Delene also advised the group that the seven Assessment Fellows for last year will make a public presentation on their work on either Feb. 6<sup>th</sup> or Feb. 20<sup>th</sup>. Their presentations should help others considering application for assessment fellowships to learn about the process and results prior to the application's due date in the spring semester for next year. Delene also gave a brief report on assessment activities within general education, and indicated that the Committee on General Education Assessment is going to recommend that general education program assessment be formally assigned to the Senate's Committee on General Education. Wertkin will ask Linda Walker to ascertain a Committee meeting time for the spring semester shortly and advise the group. The Committee's meeting was adjourned at 11:30AM.

**NEXT MEETING: 9:30– 11:00 AM, Friday, December 12, 2003**