The University Assessment Panel (UAP) meeting was held on Friday, 16 September 2011, at 10:00 am in Altgeld 203.

Cassidy welcomed the members to a new year and thanked everyone for being on the UAP.

New membership lists were passed out and all the members introduced themselves.

**Announcements**

The first *Toolkit* of the year is in the process of being produced and should be ready next week. This is will be the 10<sup>th</sup> anniversary issue and *Toolkit* will be highlighting rubrics that have been used in the past and a few new ones.

Coppel made an announcement about the Assessment Expo; it will be held on 23 March, 2012 in the Sky Room. More details would be shared with the group at a later date.

Coppel made an announcement about Helen Barrett who will be coming to NIU to be a speaker at the 21 October 2011 UAP meeting in the HSC Sky Room. Coppel said that she would go ahead and register everyone on the panel for the workshops; those who cannot attend should contact Faculty Development to cancel the registration.

Cassidy talked about the Bloom’s Taxonomy books and if anyone would like more for their department to contact Crystal Coppel.

Coppel passed out a new Assessment Plan and Status Report Schedule Support Units List. Cassidy mentioned that some new units created from strategic planning caused the changes on the list.

Towell asked about the upcoming CAN meeting. She wanted to confirm that it was going to be on 30 September from 2:00 – 3:30 pm in Adams Hall B13.

Lindvall and Niemi talked about SACLO and explained what the group was about and what they do and hope to achieve. Their first meeting of the year will be on 28 September from 3:00 – 4:30 pm in Campus Life 180.

**Overview of the work of the panel and the review of notebooks**

Cassidy talked about the UAP responsibilities and reviewed the materials in the UAP notebook.
Status Reports for Adult Higher Education

The status report for the M.S. and Ph.D. in Adult Higher Education were discussed. Feedback will be sent to the programs.

VSA

Boelcke gave a presentation on VSA and demonstrated different features of the College Portrait. Boelcke said he would be making more presentations throughout the year and would like feedback from the group on new website layout ideas he will be presenting.

The meeting was adjourned at 11:45 am. The next meeting is scheduled for 7 October 2011 in Altgeld 203.