The first meeting of the University Assessment Panel (UAP) was held Friday, 17 September 2010, at 10:00 a.m. in Altgeld 203.

Announcements

Welcome Eric Niemi and Andrew Otieno. Welcome also two returning members fulfilling new roles: David Walker, who is serving as the provost’s appointed representative from the Graduate Council; and David Changnon, who is serving as the acting associate vice provost.

The online Assessment newsletter, Toolkit, is published four times per academic year. The first issue for this year is now online. Issues include tools and resource materials for both student affairs and academic units. All previous years’ issues are available online through the Office of Assessment Services website.

Each year undergraduate junior and senior writing assignments are evaluated through the University Writing Project (UWP) to measure writing ability. The project encourages faculty participation by using student work that is already part of their course requirements. A handout describes the program and provides guidelines for participation.

Guidelines for development of a capstone course, within a degree program, were distributed. Stipends are available to faculty who are interested in developing or redesigning such a course. Proposals are due by February 7, 2011.

The Office of Assessment Services will once again be hosting the Assessment Expo to highlight best practices in assessment. This year the event will be held on February 18, 2011. The Office of Assessment Services is looking for the roundtable discussions and departments/units to be nominated to participate in this year’s Assessment Expo.
We will be welcoming a fall assessment speaker, Dr. Marilee J. Bresciani, on October 15, 2010. She will be performing two hands-on workshops. One will be focusing on identifying student learning outcomes and utilizing outcomes-based assessment (OBA) in improving learning for students. The second workshop will be focused on strategies for moving forward with baccalaureate reform on the NIU campus. The workshops are open to NIU administrators, faculty and staff. You can register online at: www.niu.edu/programs/10152010b.shtml. Registration deadline is October 4, 2010.

Campus Assessment Network (CAN) is a small informal group that meets five times a year to discuss assessment issues, such as goals/objectives and scholarship of assessment. The first meeting will be held September 30, 2010, 1:00-2:30 p.m. in Adams B13. If you would like to be included you may email or call the assessment office.

**UAP Notebooks**

The notebook includes background material pertinent to the university’s assessment objectives and program review schedules and cycles, which have been designed to insure compliance with the state-mandated academic program review every eight years. The guidelines section of the notebook was reviewed, which gives detailed information regarding the processes involved in the assessment cycle.

**Funding Request Women’s Resource Center**

The UAP reviewed a funding request to hire an external reviewer for an assessment project for the Women’s Resource Center. The panel voted to provide funding of up to $2,100 to cover costs associated with this project.

The meeting was adjourned at 11:15 a.m. The next meeting is scheduled for 5 November 2010 from 10:00 a.m. to 12:00 noon in Altgeld 203.