

UAP Meeting
Friday, October 20, 2017
10:00 a.m. – 12:00 p.m.
Altgeld 203

Present: Ballantine, Coley, Daniel, Douglass, Doyle, Osorio, Subramony, Umoren, and Zack

Guests: Sarah Marsh, Chair, Department of Management and Mona Salmon, Director, MBA Program

1. Announcements

- Carrie Zack talked about the upcoming CAEP accreditation
 - i. Accreditors will be on campus November 4-7, 2017, the chair from the review team had to step down and we will be getting the new one up to speed
 - ii. Everything seems to be going well so far
- The Assessment Plan and Status Report for the B.S. in Fashion Merchandising will be reviewed at the November 3, 2017 UAP meeting

2. Assessment Plan and Status Report for the B.S. in Business Administration

- Sarah Marsh, Chair, Department of Management, was on hand to discuss the plan with the group
- Sarah made the comment that it was very helpful to the program to put the report and plan together
- They are working to revise SLO's – are "awareness" and "mastery" strong enough words to use in SLO's? Make sure evaluation is in all parts that it needs to be in
- The program needs to work on some of the sample sizes and see if they can take a bigger sample size for each assessment
- The program can send revised SLO's to the Accreditation, Assessment and Evaluation office once you have updated them

Assessment Plan and Status Report for the B.S. in Management

- Sarah Marsh, Chair, Department of Management, was on hand to discuss the report with the group
- The members liked how they were given competencies of the report
- Outcomes by method page (assessment plan page 7) – instead of "X" maybe put "indirect" or "direct" to go a little deeper

Assessment Plan and Status Report for the Master of Business Administration (MBA)

- Mona Salmon, Director, MBA Program, was on hand to discuss the report with the group.
- It was a well written report
- There was only one year of data – the UAP will have you come back in two of years to report back again with a status report
- For Learning Objectives 3a and 3c – they need more details saying what is being measured
- Would be nice if "DPE" courses were shown
- The members really liked the flow chart for the MBA Curricular Review Process

- “GMAC” can be used as employee feedback; the program will send us the rubrics (omitted to attach to current reports)
 - Some members commented that there was a great breakdown of results
 - Some members commented that the program did a good job showing planned priorities for the future
3. HLC 2018 Assurance Argument – Ritu Subramony
- We just had the third HLC Steering Committee Meeting; the Steering Committee consists of the Oversight Group, Co-Chairs and Resource Group
 - Everything is going well
 - Susan Smith, Projects Coordinator in Institutional Effectiveness, is doing a great job keeping everyone and the project on track
 - Everyone is very busy gathering up evidence
 - Some groups are starting to write their narratives
 - Trying to streamline how data requests are coming in
 - We have formed a Data Verification Group to look at all of the data once a week
 - We will be putting up a HLC webpage and it should be live today; a notice will go out in NIU Today about it
 - Right now there are about 60 faculty and staff members who are directly involved in the writing process
4. Other Business
- No other business

Meeting adjourned at 11:26 a.m.

Next meeting Friday, November 3, 2017, 10:00 a.m. in Altgeld 203