

UAP Meeting
Friday, September 21, 2018
10:00 a.m. – 12:00 p.m.
Altgeld 203

Present: Abendroth, Arado, Ballantine, Brain, Carter, Coley, Comber, Cripe, Douglass, Eaton, Ferdowsi, Gipson, Hathaway, Hogan, Jaekel, Joung, Osorio, Setterstrom, Siblik, Subramony and Zack

1. Introduction of Panel Members

- Carolinda Douglass welcomed everyone to the UAP this year. Carolinda mentioned that the composition of the group is different this year as the bylaws were changed through the University Council so there is more representation from the University now.
- Members present introduced themselves and mentioned their home departments/colleges/units.

2. Overview of the Work of the Panel and Review of the Notebook – Carolinda Douglass

- Carolinda went over the notebook with the group and the work they will be doing as members of the University Assessment Panel.

3. Assessment of Student Learning – Ritu Subramony

- Ritu showed the group the AAE website.
 - i. Mentioned that the forms/templates are on the AAE website as well as Blackboard; you can find them in word, print them out and share them with colleagues.
 - ii. You can find sample reports on the AAE website to help you whether you are doing an academic report or an academic support unit report.
 - iii. There are also Annual Assessment Update sample reports on the AAE website.
 - iv. All of the current assessment plans are on the AAE website along with the SLOs for all of the undergraduate and graduate programs; the data and status reports for academic programs are not on the website as these are not made public.
- Ritu went over the “Assessing Student Learning” PowerPoint with the members
 - i. The PowerPoint covered information regarding assessment, what the office can provide to programs and departments, and who the AAE office staff are.
 - ii. Talked about SLOs (how they can be developed, aligned with your program, how they can be different for each level of degree, connecting methods to SLOs, etc.)
 - iii. The PowerPoint will be added to the Blackboard site for people to access and view.

4. Announcements

- Assessment Workshop/Assessment Speaker – October 19, 2018, HSC Sky Room
 - i. Ritu Subramony spoke about the Assessment Workshop that AAE will be hosting on Friday October 19, 2018, from 8:00am – 12:00pm in the HSC Sky Room. It will take place during a scheduled meeting and all are welcomed to attend. Other details provided were:
 - 1. Workshop is titled “Developing Effective and Sustainable Assessment Plans for your Program”. This workshop would be very beneficial for

- new UAP members and anyone from programs/departments who are new to assessment and want to learn more about assessment.
2. Faculty Development and Instructional Design Center will be helping with the registration.
 3. The assessment workshop is an event that AAE is hoping to host every fall.
 4. SLOs will be discussed and how the AAE office can help the programs develop them and tailor them to their program.
- 2019 Assessment Expo – possible date for that is April 5, 2019 in Altgeld 315
 - i. Would the panel like to participate in that event again?
 - October 5, 2018 meeting has been canceled since we do not have any agenda items, Crystal will send out an email letting you know that the meeting has been officially canceled.
5. HLC Review Findings – Carolinda Douglass
- Carolinda Douglass reviewed the Four-year Assurance Review PowerPoint presentation outlining findings and main accomplishments, process used, and why the HLC review is important.
 - All five criteria and 21 core components met! Yay!
 - Title IV Funding – we need to be accredited if we want to continue to have funding.
 - Also helps with continuing to have transfer students.
 - Had an onsite visit four years ago and will have another one in six years.
 - Reviewers had access to Blackboard and the CAD system.
 - Over 1,000 pieces of evidence that were used.
 - Used a project Management approach.
 - Carolinda went over some of the quotes from the reviewers in the findings report.
 - Carolinda also went over some of the findings from each of the five criteria.
 - We are now working to develop our Quality Initiative, we will start doing that over the next 6-7 months, we will need to implement that and report on it to the HLC.
6. Other Business
7. Adjourn

Meeting adjourned at 11:42 a.m.

Next meeting Friday, October 5, 2018, 10:00 a.m. in Altgeld 203