

UAP Meeting
Friday, January 19, 2024
10:00 a.m. – 12:00 p.m.
Microsoft Teams

Members

Present: Amy Buhrow, Chair (nonvoting, ex officio); Linda Matuszewski, ACCY Business; Ursula Sullivan, MKTG Business; Peitao Zhu, CAHE Education; Nicholas Grahovec, KNPE Education; Hasan Ferdowsi, ELEC Engineering; Christine Nguyen, ISYE Engineering; Rosanne Thomas for Hamid Bateni, AHCD CHHS; Bette Montgomery, FACS CHHS; Amanda Durik, CLAS Curricular Dean; Chris Goodman, PADM CLAS; Matt Timko, Law; Nestor Osorio, Libraries; Michaela Holtz, Student Affairs; Bethany Rohl, Student Rep; Cathy Schaff, Educator Licensure and Preparation (ex officio, nonvoting), Tawanda Paul, (ex officio)

Absent: Carrie Zack, (ex officio); Hamid Bateni, AHCD CHHS

- **The meeting was called to order by Amy Buhrow at 10:00a.m.**
- **Welcome, Introductions, and Announcements**
 - Matt Timko was introduced as a new member from the College of Law, taking over for Therese Arado
- **Approval of Minutes**
 - 12/01/2023, motion by Nicholas Grahovec, seconded by Amanda Durik, motion carried unanimously.
 - There was a brief discussion about online voting, will be addressed at future meetings.
- **Regular Updates**
 - **Higher Learning Commission**
 - The HLC Student Feedback Survey launched January 16 and will be live until January 25. Students were notified by email and navigate texts. Members were encouraged to promote it to students.
 - Chris McCord and Amy Buhrow delivered the penultimate draft to President Freeman and Interim Provost Elish-Piper.
 - Tawanda Paul, Carrie Zack, and Susan Smith from the Provost's Office have been finalizing evidence.
 - Amy Buhrow requested all committee members be available March 25 and 26 when the HLC will be on campus.
 - **Co-Curricular Assessment**
 - Michaela Holtz stated Housing and the Student Activities Group are piloting an assessment rubric and will be giving feedback to Student Affairs.
 - The plan is to have an orientation in early April for the rest of the units.
 - **General Education Assessment**
 - Vice Provost Schatteman hosted a working group to discuss General Education philosophy and values. Once developed, the philosophy will be used to revisit learning outcomes and general education assessment.
- **Confirm member terms.**
 - Buhrow confirmed terms for current members rotating off next year so new members may be recruited for future years. The following edits were made:
 - Christine Nguyen's department was corrected.
 - Durik changed from single to three-year term.
 - Bethany Rohl's term to end May 26
- **Old Business**
 - **Review ETRA Meeting Outcomes**
 - Zack and Buhrow met with Wei-Chen Hung, ETRA chair, to review UAP feedback on the M.S. in Educational Research, Evaluation and Assessment and Ph.D. in Instructional Technology. Zack and

Buhrow agreed to research best practices on using theses and dissertations as a means of assessing program-level student learning outcomes.

- The AAE spring workshop series was suggested in support of enhancing student learning outcomes.
- Ursula Sullivan suggested research be conducted and shared regarding best practices in assessing student learning in small programs. Sullivan also suggested tracking published dissertations as an indirect assessment measure.

- **New Business**

- **Review B.A./B.S. in Communication Studies Assessment Plan and Mid-cycle Status Report**
 - Members made the following observations:
 - The plan is broken down nicely making it easy to track progress.
 - Data is needed to back up the assessment plan.
 - The departments need to balance quantity of data collected to ensure sustainability of data collection over time.
- **Review M.A. in Communication Studies Assessment Plan and Mid-cycle Status Report**
 - Members made the following observations:
 - The student learning outcomes are wholistic and specify what students need to know when they leave.
 - The variability of student paths add complexity to the plan.
- **Review B.A./B.S. in Journalism Assessment Plan and Mid-cycle Status Report**
 - Members made the following observations:
 - The program did a good job of making the student learning outcomes specific to the degree, then breaking them apart to address what is being measured.
 - The plan includes summative and formative methods.
- **Review M.S. in Statistics Assessment Plan and Mid-cycle Status Report**
 - Members made the following observations:
 - Overall, the Assessment Plan is in good shape.
 - It was noted that the program emphasizes communication skills but they are only addressed in one class.
 - The Mid-cycle Status Report lacks recent data.
 - The program could improve use of alumni and employer surveys by conducting these locally.
 - The program introduced a new course, but didn't tie its introduction to assessment data.
 - More work needs to be done centrally to educate campus on assessment terms, such as indirect or direct assessment methods.
- **Share and solicit feedback on the Jan. 30 Academic Affairs Meeting presentation and activity.**
 - Buhrow will present to and lead an activity at the January 30 Academic Affairs meeting. These meetings provide college leaders professional development. She previewed the presentation and activity.
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Adjournment: Motion by Ursula Sullivan, seconded by Nicholas Grahovec, motion carried unanimously. The meeting was adjourned at 11:30am.

- **Next Meeting:** Friday, February 2, 2024, 10am – 12pm, Altgeld Hall 203

Respectfully submitted by Richard Mazzolini