# **UAP Meeting**

# **Friday, February 2, 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; Nicholas Grahovec, KNPE Education; Hasan Ferdowsi, ELEC Engineering; Hamid Bateni, AHCD CHHS; Amanda Durik, CLAS Curricular Dean; Chris Goodman, PADM CLAS; Mat Timko, Law; Nestor Osorio, Libraries; Bethany Rohl, Student Rep; Tawanda Paul, (ex oﬃcio); Carrie Zack, (ex oﬃcio)

**Absent:** Peitao Zhu, CAHE Education; Christine Nguyen, ISYS Engineering; Bette Montgomery, FACS CHHS; John Siblik, ARTD CVPA; Michaela Holtz, Student Aﬀairs; Cathy Schaﬀ, Educator Licensure and Preparation (ex oﬃcio, nonvoting)

* **The meeting was called to order by Amy Buhrow at 10:00 a.m.**
* **Welcome, Introductions, and Announcements**
	+ Amy, Tawanda, and Carrie talked with Academic Aﬀairs Leadership about assessment.
		- Topics included best practices, key messages, and why we do assessment for the students.
		- Committee members were asked to pass along any feedback.
	+ Spring workshops on the steps of the assessment cycle launched. Attendance exceeded expectations.
		- Goals include further developing relationships with chairs and other people that do assessment.
		- Workshops are both in person and online, which will be recorded and available.
		- Members were asked to encourage their colleagues to sign up.
	+ Membership changes were updated per last meeting and will be sent to Pat Erickson.
* **Approval of Minutes**
	+ 01/19/2024, motion by Ursula Sullivan, seconded by Bethany Rohl, motion carried unanimously.
	+ There was a brief discussion about online voting. This can be addressed at future meetings.
* **Regular Updates**
	+ **Higher Learning Commission**
		- The narrative is nearly ﬁnalized.
		- The evidence log is near completion.
		- Consulted with an HLC reviewer from Benedictine University about expectations, schedule, questions, and other pertinent areas.
	+ **Co-Curricular Assessment:** Michaela will share some feedback from the template at the next meeting.
	+ **General Education Assessment:** No updates since last meeting. The GEC task force is still working on a philosophy and foundational principles.
* **Old Business**
	+ **Review MATH Meeting Outcomes**
		- They are revisiting outcomes and want a more inclusive process.
		- Faculty that teach foundational classes will have to take responsibility for assessment and measurement.
		- The faculty are collecting data and making changes and interventions but need to improve documentation.
		- Need to map learning outcomes side by side for bachelors, masters, and PhD programs.
		- It was suggested Bloom’s Taxonomy be used in the learning outcomes to better use dissertations for programs with smaller numbers.
	+ **Review LEPF Meeting Outcomes**
		- They were open and receptive to comments and areas for improvement.
		- Gave them examples of good student learning outcomes that directly map to methods.
	+ **Review CHEM Meeting Outcomes**
		- Progress is being made with a new chair and more faculty attending meetings.
		- Assessment Oﬃce will continue to build and develop the relationship with this department.
		- Need to work on range of interventions within classes, such as teaching techniques, co-curricular activities, and modifying assessments.
	+ **Diversity Advocate Discussion**
		- Must be regular, sustainable, and systemic.
		- Proposal to embed diversity discussion in processes rather than have an advocate. For example, a set of questions equity-minded assessment best practices have been added to the Annual Assessment Update templates. The Accreditation, Assessment and Evaluation Team will propose similar changes to the Assessment Plan and Mid-cycle Status Reports.
* **New Business**
	+ **Assessment for Learning Improvement Showcase**
		- Will be held on April 19th in Altgeld Hall 315.
		- Looking for one or two examples for each piece of the assessment vehicle.
* **Adjournment:** Motion by Nicholas Grahovec, seconded by Ursula Sullivan, motion carried unanimously. The T meeting was adjourned at 11:35am.
* **Next Meeting:** Friday, March 1, 2024, 10am – 12pm, Altgeld Hall 203

**Respectfully submitted by Richard Mazzolini**