# **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**