

UAP Meeting
Friday, September 15, 2023
10:00 a.m. – 12:00 p.m.
Altgeld 203

Members

Present: Amy Buhrow, Linda Matuszewski, Ursula Sullivan, Peitao Zhu, Nicholas Grahovec, Hasan Ferdowsi, Christine Nguyen, Hamid Bateni, Bette Montgomery, Chris Goodman, Nestor Osorio, John Siblik, Michaela Holtz, Bethany Rohl, Amanda Durik, Carrie Zack, Cathy Schaff, Tawanda Paul

Absent: Kristy Chorostecki

- The meeting was called to order by Amy Buhrow at 10:02a.m.
- Amy Buhrow introduced herself as the new Assistant Vice Provost for Assessment and Accreditation, followed by all members present introducing themselves.
- Announcements
 - Amy is consulting with Greg Brady to determine if the University Assessment Panel (UAP) is subject to the Open Meetings Act.
 - The Higher Learning Commission will be on campus March 25-26. Faculty and administrators are reviewing the Assurance Argument that speaks to five criteria, two of which are teaching and learning. The campus wide review will go out Mid-October with the criterion released one at a time to give people time to review each in detail.
 - An Assessment Circle will be created this year to revive the culture of assessment throughout campus. Carrie Zack discussed the first initiative, a book study of “Advancing Assessment for Student Success”. The goals of the book study are to promote a common language and discuss best practices. The book weaves equity concerns throughout as it discusses ways assessment is practiced at the classroom, program and university levels. Later this spring the Assessment Circle will host internal and external speakers to learn and discuss topics related to assessment.
- Overview of committee work
 - Amy provided an overview of the UAP duties, as outlined in the bylaws. The NIU vision, mission and core values and the Illinois Board of Higher Education strategic plan set the context for UAP work. Amy reiterated that assessment should be student-centered, always with an eye towards delivering the best educational experience possible.
 - Organizationally, UAP is an advisory body. UAP does not making personnel, budget or policy decisions. UAP reports to the Baccalaureate Council, then to Faculty Senate.
- Approval of minutes from April 2023 will happen at the October 6, 2023 meeting.
- Approval of Annual Report 2022-2023: Michaela Holtz motioned to approve, seconded by Bethany Rohl. The motion carried unanimously.
- Old Business
 - Co-curricular assessment: Amy Buhrow, Carrie Zack and Michaela Holtz are meeting bi-weekly to advance co-curricular assessment. In January they will deliver a draft list of student affairs and academic affairs co-curricular believed to have student learning missions. They will also deliver draft report templates for the Assessment Plan and Mid-Cycle Status Report and a suggested reporting cycle for each program, beginning fall 2024.
 - General Education assessment: The General Education Committee is discussing how to proceed with a review and refinement of the general education program. UAP will be consulted during the process.

- New Business
 - Summer consults: Carrie and Tawanda Paul commented on their summer consults for mid-cycle status reports. On May 3 they hosted a virtual orientation for programs coming up for the Mid-Cycle Status Report in 2023-2024. The goals of the orientation were to review expectations and lower apprehension about the process. Sixteen people registered. Carrie and Tawanda reviewed the template and answered questions. The recorded module was shared with programs not in attendance.
 - 2023-2024 Report Review: Fifteen programs are expected to submit Mid-Cycle Status Reports on September 22.
- Meeting adjourned at 11:06 a.m. (Motion made by Ursula Sullivan and seconded by Nick Grahovec). Meeting adjourned at 11:06am
Next meeting Friday, October 6, 2023