

UAP Meeting
Friday, October 6, 2023
10:00 a.m. – 12:00 p.m.
Altgeld 203

Members

Present: Amy Buhrow, Chair (nonvoting, ex officio); Peitao Zhu, CAHE, Education; Nicholas Grahovec, KNPE Education; Hasan Ferdowsi, ELEC, Engineering; Christine Nguyen, ISYS, Engineering; Hamid Bateni, AHCD, CHHS; Bette Montgomery, FACS, CHHS; Chris Goodman, PADM, CLAS; Therese Arado, Law; Bethany Rohl, Student Rep; Tawanda Paul (ex officio)

Absent: Linda Matuszewski, ACCY, Business; Nestor Osorio, Libraries; Ursula Sullivan, MKTG, Business; Amanda Durik, Curricular Dean, CLAS; John Siblik, ARTD, CVPA; Michaela Holtz, Student Affairs; Kristy Chorostecki, Student Rep; Carrie Zack (ex officio); Cathy Schaff, Educator Licensure and Preparation (ex officio, nonvoting)

- The meeting was called to order by Amy Buhrow at 10:03 a.m.

- **Welcome, Introductions, and Announcements**
 - The first book study session was held. There was good discussion and additional participation was encouraged for the next session.
 - Carrie and Tawanda will present at the Real Talk Conference on Oct.27, talking about inclusive assessment of student learning, shifting the narrative.
 - At the end of October, Carrie, Tawanda and Ursula Sullivan will present at the Assessment Institute held in Indianapolis and the title of that is, Using data informed decision-making to improve faculty experience with assessment reporting.

- **Approval of Minutes**
 - 04/21/2023, motion by Hamid Bateni, seconded by Nicholas Grahovec, motion carried unanimously.
 - 09/15/2023, motion by Therese Arado, seconded by Bethany Rohl, motion carried unanimously.

- **Regular Updates**
 - **Higher Learning Commission:** Assurance argument is a work in progress, incorporating feedback from the Interim Provost Laurie Elish-Piper and President Lisa Freeman to make the document a better reflection of what we do and how we do business. The hope is to have it ready for campus review by the end of October.
 - **Co-Curricular Assessment:** Nestor Osorio is meeting biweekly with Amy, Carrie, Tawanda, and Michaela Holtz to discuss this topic. A good list was developed of student affairs and academic affairs programs that we think should be subject to the assessment plan, which they will be reviewed at their next meeting. The next step will be developing a report template that meets the needs of both operational and student learning.

- **General Education Assessment:** The GEC wants to think about the purpose of the general education program and what courses are included, prerequisites, and double dipping. Operational questions may be addressed if the purpose is well articulated and in line with the HLC assurance argument. The GEC is also reviewing prior work to determine what to move ahead with or reassess and make changes. Bette Montgomery volunteered to participate in a sub-committee when we arrive at that point.
- **New Business**
 - **Equity and Assessment Sub-Committee:** There was discussion about whether to keep the committee. It was agreed that this topic be tabled until the next meeting to have more discussion and get more feedback.
 - **Assessment Plan and Mid-Cycle Status Reports:** The committee used a sample report to provide feedback on the UAP rubric. AAE will work on modifying the rubric based on these comments to possibly be used next year.
 - **AAU Summary Report:** Participation was strong at first, dipped, then picked up. It was discussed that CVPA has different means of assessing student learning, a goal is to develop a rubric and means of collecting data in collaboration so that Student Learning Outcomes may be measured and documented. Along with consistencies in best practices, flexibility by program is needed. Rules and criteria for exemptions need to be reviewed. Programs should look for ways of fine-tuning or simplifying SLOs so that they provide structure and are not overwhelming and show programs what they're already collecting. An SLO workshop was suggested.
- **Adjournment:** Motioned by Therese Arado, seconded by Bette Montgomery, motion carried unanimously. The meeting adjourned at 11:50a.m.
- **Next Meeting:** Friday, October 20, 2023, via Microsoft Teams