# University Assessment Panel Meeting

# Friday, January 17, 2025

# 10:00 a.m. – 12:00 p.m.

# Approved Minutes

# Members

**Present:** Doug Boughton, Amy Buhrow, Amanda Durik, Nicholas Grahovec, Michaela Holtz, Linda Matuszewski, Bette Montgomery, Christine Nguyen, Tawanda Paul, Bethany Rohl, Betsy Sterner, Cathy Schaff, Jeanie Sparacino, Peitao Zhu, Carrie Zack

**Absent:** Hamid Bateni, Chris Goodman,Young Lee, Kay Martinovich, Matt Timko, Tracy Miller

* **The meeting was called to order by Amy Buhrow at 10:00 a.m.**
* **Approval of Agenda**: Motion to approve 1st Nicholas Grahovec, 2nd Amanda Durik, motion carried.
* **Approval of Minutes:** Motion to approve December 6, 2024, minutes 1st Durik, 2nd Grahovec, motion carried.
* **Regular Updates**
  + Higher Learning Commission (HLC) – Continuing to work on items identified in the visit team report.
  + General Education Assessment – This will be discussed under new business.
  + Community-Engaged Course Assessment – An assessment framework, a data and reflection submission process and renewal process for courses with community-engaged designation are under development.
* **Old Business** 
  + After meeting with Vice Provost Schatteman and Executive Director Bohanon it was decided that the TRIO program would not be subject to cocurricular assessment expectations. The TRIO program evaluation document submitted in fall 2024 will be archived in the Assessment Data and Reports directory in case the situation changes.
* **New Business** 
  + General Education Data – The UAP reviewed summary data form the fall 2024 assessment pilot with MATH 150, 211 and 229. UAP members provided the following feedback on the pilot and data:
    - Inter-rater reliability – It is unclear if measures are being taken to ensure inter-rater reliability. Buhrow will investigate further. If it isn’t happening, pulling a sample of student work products to double-code would be sufficient.
    - Score conversion – The percent of points achieved by question for each student was converted to the 1-4 rubric scale at even quarter intervals. UAP members questioned if the percentage of points should be distributed differently, based on the rubric performance description. Buhrow will investigate.
    - Presentation – Narrative needs to accompany the data to best communicate the various steps of the project and the data presented. The pivot tables were overwhelming. Additional information/analysis requested:
      * Number of courses taken in that SLO
      * Are students progressing as we would expect them to?
    - Rubric – UAP members questioned the combination of qualitative and quantitative indicators on the same rubric. The three MATH courses included in the pilot weren’t able to map final exam problems to two of the rubric criteria.
    - Benchmarking – UAP members suggested providing a selection of coded student work to use as samples.
    - Problems/Prompts - The problems/prompts used to assess students should collected as part of the reporting process.
    - Extra credit – Some instructors gave students more points than possible for the assessment problems. A plan to account for extra credit must be developed.
  + The points above will be discussed with the MATH faculty and integrated into the next iteration of the project. In addition, faculty will be asked to review the data and comment on the following:
    - Do results match your intuition?
    - What is your reaction to the data?
  + General Education Task Force Updates
    - * The Intercultural Competencies task force is still in the benchmarking phase. They anticipate having a draft rubric within three weeks.
* The Quantitative and Qualitative Reasoning task force would like to consult with the Critical Thinking task force to minimize overlap. They anticipate having a draft rubric within three weeks.
  + The UAP reviewed and discussed the following assessment summary reports:
* Earth, Atmosphere and Environment, M.S.
* Earth, Atmosphere and Environment, Ph.D.
* Earth, Atmosphere and Environment, B.S.
* Applied Management, B.S.
* Curriculum and Instruction, Ed.D.
* Curriculum and Instruction, M.S.Ed.
* **Adjournment:** Motion to adjourn by Christine Nguyen, seconded by Grahovec, motion carried unanimously, meeting adjourned at 11:42am.
* **Next meeting February 7, 2025**

**Respectfully submitted by Jeanie Sparacino**