# University Assessment Panel Meeting

# Friday, October 4, 2024

# 10:00 a.m. – 12:00 p.m.

# Approved Minutes

# Members

**Present:** Hamid Bateni, Amy Buhrow, Amanda Durik, Chris Goodman, Nicholas Grahovec, Young Lee, Kay Martinovich, Linda Matuszewski, Tracy Miller, Bette Montgomery, Bethany Rohl, Cathy Schaff, Betsy Sterner, Carrie Zack, Peitao Zhu

**Absent:** Doug Boughton, Liping Guo,Michaela Holtz,Christine Nguyen,Tawanda Paul, Jeanie Sparacino

* **The meeting was called to order by Amy Buhrow at 10:00a.m.**
* **Welcome, Introductions, and Announcements**
  + Zack gave an update on the assessment fall professional development offerings.
  + Zack will host a virtual assessment book study October 17th and October 24th on using the dissertation as an assessment method.
  + Zack reviewed the Assessment Playbook and asked for feedback. This is a new tool for faculty with resources to answer questions.
* **Approval of Minutes:** Motion to approve September 20, 2024, minutes by Nicholas Grahovec, seconded by Young Lee, motion carried unanimously.
* **Regular Updates**
  + Buhrow gave the regular updates
    - Higher Learning Commission: There are several ongoing projects related to HLC feedback on accreditation criteria and federal compliance.
    - Co-curricular Assessment: One expected assessment plan is missing. The program has reached out for assistance. Buhrow has a meeting scheduled with ADEI to discuss where programs are in the process of creating Assessment Plans on October 15.
    - General Education Assessment: Next month eight task forces, one per Baccalaureate Student Learning Outcome, will launch to review corresponding rubric and make recommendations for change.
    - Community-Engaged Course Assessment: Next month a task force will launch to discuss the process for assessing student learning in Community-Engaged Courses.
* **Old Business**
  + Buhrow recapped Assessment Plan feedback conversations with the Fullbright Program and Student Athlete Academic Support Services.
* **New Business** 
  + UAP members reviewed the Master of Accounting Science, M.A.S. Assessment Summary Report and Assessment Plan and practiced applying the feedback rubric. Buhrow demonstrated the process for reviewing atypical Assessment Summary Reports.
* **Reminders**
  + Sign up to review programs and meet with program leaders
* **Adjournment:** Motion to adjourn by Grahovec, seconded by Amanda Durik, motion carried unanimously, meeting adjourned at 11:59am.
* **Next meeting October 18, 2024**

**Respectfully submitted by Jeanie Sparacino**