

## ASSESSMENT COMMITTEE MINUTES

January 29, 2013, 9:00 GB 120

Present: Connelly, Bob; Eidson, Marshall; Hall, Susan; Harmsen, Earl; James, Glenn (Chair); Jurenovich, David; Light, Kathi; Logan, Robin; Maize, David; Stein, David; Vichcales, Kevin; Zertuche, Alejandra

### Grad Exit Survey Progress

Glenn reported that we are close to a final draft for use in Course Eval format. Information on major and age can be imported without jeopardizing anonymity. A large number of questions have been eliminated by focusing on student impressions rather than quantity questions. Glenn has talked with Renee Moore and student life staff, Bobby Fry, Sandy McMakin, and Kathi. The next edition of the survey will be checked for student readability before spring break. Business and Pharmacy can provide student focus groups for this purpose. Then the survey will be available throughout April and May for student participation.

### Wolvoord Workshop in May

Susan clarified that Barbara Wolvoord will be available 5/14-15. Sessions could include: classroom grading and assessment, doing program reviews, Core Curriculum assessment, and meetings with offices such as IT, the Library, a look at the QEP process, and time with AC. Susan is also planning faculty development session(s) later in the spring on assessment success stories with SLOs. Earl shared that these activities should help since he has noted that there is lack of clarity for some faculty on what exactly a SLO is, not to mention understanding the pertension challenge. David J noted that it is also important to frame SLOs in ways that communicate what is distinctive about UIW. Susan will have Wolvoord books available and see if her presentation can be recorded in some way for those unable to attend the workshop.

### QEP Topic Solicitation

Earl reported on the team's progress in meetings with UPC and at the Faculty Gathering. On 1/30 he will meet with SGA. On 1/31, David S and Glenn will meet with EAP faculty. As of 1/28 the website is fully operational for receiving submission of QEP ideas. The period for submission is 1/28-3/8. February will be the month to maximize communication and visibility about the submission process. Some QEP mixers will be planned for bringing faculty and students together in February.

### Quality Review of Program Reviews (PR)

Glenn reminded AC that reports from readers of sample PRs are due in by spring break.

### Policy Review Update

Glenn reported that he and Bob met with Annette Thompson on 1/28 to get her perspective on the Affordable Care Act impact on how we view part-time faculty loads. In a review of various policies that SACS expects to be in place, Bob suggested that we need a better definition of PT load than what is currently in the Faculty Handbook. Glenn emphasized the importance of involving a number of administrative areas in this discussion from the beginning. We need to be clear about what we are doing in this regard by January 1, 2014 when the new rule will be effective: anyone working 30

hrs or more per week is entitled to health benefits.

#### AC Role in Approving UIW Surveys

Glenn had sent out a draft of a policy on the AC's role in approving surveys. This was compiled based on Glenn and Robin's experience in processing some surveys recently. AC spent 20" offering useful suggestions for a next draft that Glenn will circulate one more time before finalizing the policy.

Next Meeting: Tuesday, 2/12 at 9 in GB 120

Following Schedule of meetings: 2/26