

Assessment Subcommittee
December 5, 2017 Minutes
2:00-3:00 pm
RDC 301
Approved January 24, 2018

Attendance: Delaney Anderson, Ellen Hatfield, Emily Norenberg, Eric Hessler, Jason Ellis, Jennifer Mencl, John O'Neill, John Schwetman, Joseph Grant, Julia Williams, Julie Westlund, Lin Xiu, Lyndsey Andersen, Lynette Carlson, and Ryuta Nakajima

Absent: Carmen Latterell (excused), Jim Allert (excused), and Runa Das (excused)

Convened at: 2:00 pm

Minutes

The November 15, 2017 minutes were approved.

Committee Reports (Lynette Carlson)

TLC met on November 15 and 29. The committee revisited the excused absence policy to clarify the language around excused absences for intercollegiate sports by specifying the term as NCAA intercollegiate sports (not simply intercollegiate sports). Jill Jenson provided an overview of the services offered by the Academic Writing and Learning Center. On November 15, the committee dispersed into small groups to determine potential future agenda items, which included using qualitative and quantitative measures through assessment to improve student learning. During the November 29th meeting, the chair assembled the topics mentioned most by small groups, which include: academic advising, crowd sourcing, and creating a respectful and inclusive environment. The Assessment Subcommittee interpreted the exclusion of assessment to mean that our committee is doing what we should with respect the topic of measures and other assessment items.

Assessment Subcommittee Workgroups updates

PAL Peer Review Rubric Workgroup: The workgroup drafted a revised tool for the peer review process, which is now a rating scale instead of a rubric. Draft document distributed to Assessment Subcommittee; send feedback to Jen no later than December 15, 2017. The workgroup will review feedback, finalize the form, and host a practice peer review session with a few PAL volunteers using the proposed rating scale. The final form will be presented to the Assessment Subcommittee at the first meeting of Spring 2018.

Program Assessment Recognition Workgroup: The group developed three categories for which programs could be recognized: Undergraduate curricular programs, Undergraduate co-curricular programs, and Graduate programs. The

purpose of the award would be to recognize programs demonstrating excellence in program assessment at UMD; to make visible and inform others of assessment practices and to foster a community of assessment at UMD. A selection committee is suggested, comprised of 3 representatives from the Assessment Subcommittee (1 co-curricular, 1 curricular, and the faculty member on special assignment for campus assessment) and 2 representatives appointed by the Teaching and Learning Committee. Proposed criteria for selected programs would be based on the highest PAL peer review scores along with a review of the program's annual assessment reports for the year. The selection committee would submit information and recommendations for recipients to the Associate Vice Chancellor who oversees campus assessment and the EVCAA for review prior to the Chancellor's final review. Jennifer Mencl will provide an overview of this workgroup's report to Vickery French and Carlee Williams to seek further action on possibly holding the first recognition event during UMD's "award season" during the latter part of the upcoming spring semester.

Co-Curricular Community of Practice: The CoP will be discussing what resources should be on the new Assessment website and sharing best practices for co-curricular assessment. The group has also been asked to provide input on the draft peer review rating scale created by that workgroup.

Alumni Survey: The workgroup is finalizing data collection from U of M system campuses and internally from departments/colleges. The workgroup will convene in December to review and summarize the findings and to develop recommendations for the Assessment Subcommittee to consider early in Spring 2018.

2017 Undergraduate and Graduate Campus Assessment Reports and Next Steps: Peer Reviews; Undergraduate SLO 4, 7, 8; and Graduate Goal Category 2 - ad hoc group to prepare Assessment Subcommittee summary report(s).

Jennifer Mencl asked for the committee's input prior to compiling a summary of the assessment reports. A motion was made and passed to accept the data gathered from Compliance Assist for the Summaries of Campus Assessment Reports for FY 2017. PALs will not be asked to review their program assessment reports again before campus reports are compiled. Another motion was made and passed for Chair Lynette Carlson to lead an ad hoc group of Assessment Subcommittee members to review campus data summaries and draft report(s) for the campus. The report(s) will serve as template(s) moving forward to be completed on an annual basis.

Submitted by Jason Ellis.