

UMD Assessment Subcommittee Meeting Minutes
November 11, 2022 | 10:00-10:50 a.m. | Zoom

Minutes approved December 5, 2022.

Present: Lindsey Jungman, Nancy Hansen Burley, Alyssa Boardman, Holly Brining, Lynette Carlson, Jen Menci, Ruwan Adikaram, Kanhaiya Sinha, Brenna Hucka
Absent: Lisa Kittelson, Shauna Maurer, Riley Tuft
Positions not yet filled: 2 SCSE faculty

1. The minutes for the September 23, 2022 meeting were approved.
2. Updates
 - a. Campus assessment updates (Jen)
 - i. Last make-up peer review session was held yesterday, and one program assessment report revision is coming soon.
 - ii. The assessment office - Jen/Lisa - will provide the data from these practices for the campus assessment reports (student learning outcomes and annual assessment reporting). Holly volunteered to assist with drafting the data implications and recommendations; Lynette may be available to participate as well. Depending on timing, reports will be brought to the full committee in December or the first meeting of spring term.
 - b. Teaching & Learning Committee Update (Nancy)
 - i. TLC has met twice since the last Assessment Subcommittee meeting. During the October 13 meeting, the committee discussed potential activities to work on this year, and settled on four major themes. During the November 10 meeting, the four subgroups provided reports of their separate meetings for information and discussion. Hybrid teaching (virtual options for in-person classes): they are exploring the availability in order to potentially provide recommendations or guidelines. Policy: two policy discussions so far include exams outside of class time (including in class schedule) and grading and transcripts (inserting the number of times to retake a class, which is not in the policy but is in campus practice). Student mental health and wellness: the subgroup started with a discussion of the impact of sleep on student well-being. Student evaluation of teaching: they plan to create a master list of tools being used on campus.
 1. Hybrid discussion and assessment implications. Jen mentioned that the Assessment Subcommittee could provide an assessment perspective in that the impacts of student learning based on being in-person versus virtual during class periods could or should be a consideration. The Subcommittee will monitor the TLC conversation.
3. Workgroup Update: Each workgroup met for 20-30 minutes for an overview and then each group scheduled hour-long meetings to discuss the nominations. The process seemed to work well.
 - a. Program Development - No awards were given in the category. One program had not reported previously, and the other two program reports didn't include information about how programs used previous data to inform changes and how the changes impacted assessment results in the current year. The information provided was forward looking, so programs may be in a better position to receive an award for the category in the future.
 - b. Measurement - The subgroup identified 3 programs for awards in the category. Reports didn't provide information about fairness and not biasing any subgroups, which may help to inform potential changes to the APA Report form and/or some resources to PALs to assist in completing the form.

c. Stakeholder Involvement - Group meets next week to discuss the six nominations.

4. New business

a. In-person Assessment Awards Banquet. Options discussed:

- i. Department meetings. Can recognize all of the faculty who are in the program; people in attendance can relate to the program and can help to create a new benchmark for a “showcase” type of assessment; can invite the dean or associate dean.
- ii. Campus event. Few representatives from the program have been able to attend in past years.
- iii. College assembly. Might be able to do this, too, along with doing a department meeting. Would be an opportunity for peers in the college to hear about the awards.

A motion was made and seconded to give awards in department meetings and to extend an invitation to the dean and associate dean, with Assessment Subcommittee member(s) to do the presentations.

Motion passed.

5. Meeting adjourned at 10:35 a.m.