

## Minutes

University Assessment Committee Meeting  
March 6, 2013

Present: E. Arnott-Hill, Z. Burch, S. Damarjian, R. Hines, J. Maddox, E. Osika, B. Rowan, C. Snelling, M. Sudeith

Excused: N. Grim

The minutes of the February meeting were reviewed and approved as submitted. (Moved E. Osika; second – E. Arnott-Hill)

B. Rowan provided an update on the HLC visit. The draft report is still anticipated.

Regarding the general education curriculum revision, M. Sudeith reported that based upon a recent meeting of the General Education Assessment Committee, additional guidelines/suggestions are being provided to programs/departments so that the assessment portions of their course applications are in order. Reviews of submitted courses are underway. The committee discussed the use of rubrics related to assessment of general education courses.

B. Rowan reported that the LiveText pilot proceeds. He has proposed consideration of adding the LiveText fee to the required student fees and is preparing a presentation for the Tuition and Fees Committee in re.

S. Damarjian provided information on LiveText training and distribution of subscriptions. Training sessions were held in January and February. Since Fall 2011, data for over 1000 students has been collected. Reporting is sorted by aggregate and course. Live Text archives our data. B. Rowan indicated that section-by-section data within each course that is assessed has typically been a modality of/for reporting and should continue.

University Assessment Workshops are planned for March 25-26. Topics to be covered include PME/non-academic assessment and ePortfolios. Mike Sukowski/CTRE has organized a panel for the latter.

The University Assessment Fair will take place April 15. Suggested topics from the committee are measuring results, assessment instruments and general education results.

The committee's discussion of exemplary assessment programs and the assessment cycle vis-à-vis program review was postponed to the next meeting.

B. Rowan indicated that unless there is a felt need to revise it from the committee, the current statement of the committee's mission and purpose is adequate. There was no stated concern about the existing mission/purpose.

R. Hines indicated that reports on retention of first-time freshmen cohorts and graduation rates by program would be ready for April 15. Discussion ensued around how to define graduation and retention rates. To be placed on the agenda for next meeting.

S. Damarjian requested that the assessment glossary be reviewed and updated.

Next meeting: to be determined via Doodle scheduler for week of April 8.  
The meeting was adjourned at 4:01 p.m.