**University Assessment Committee MINUTES**

**September 6, 1:30 – 3pm**

**W.A. Franke College of Business, Rm. 207**

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| **Present – voting members** | **Present – ex officio members** | **Absent** |
| Rob Till (Chair) | K. Laurie Dickson | Bruce Fox, voting |
| Joe Anderson | Sue Pieper | Patrick Deegan, ex officio |
| Ding Du, voting | Melinda Treml | Karen Pugliesi, ex officio |
| Allen Saunders | Margot Saltonstall |  |
| Laura Crouch (by phone) |  | Cynthia Conn, ex officio |
| Julia Ragonese-Barwell |  | Yuly Asencion-Delaney |
| Peter Mangan |  |  |
| Kathee Rose |  |  |
| Niranjan Venkatraman (by phone) |  |  |
| Jay Farness |  |  |
| Dierdra Bycura |  |  |
| Anne Hart |  |  |
| Judith Montoya |  |  |

1. Call to order

 Began at 1:35 PM. Spent a few minutes on introductions of members.

1. Approval of the UAC minutes from May 3, 2013

 Unanimously approved with the correction to show that Julia Ragonese-Barwell was present at the meeting.

1. University Assessment Committee
	1. Announced meeting dates for AY 2013-14: Sep 6, Oct 4, Nov 1, Dec 6, Feb 7, Mar 7, Apr 4, May 2. No changes were requested.
	2. Our purpose as the UAC – discussed and reviewed briefly in relation to charge and objectives.
	3. What we accomplished last year toward that purpose (see attachments)
		1. Draft Charge/ Objectives
		2. Revised Assessment Policy was approved last year.
		3. Seals Overview document describes seals of achievement and letters of commendation.
		4. Senate Report was presented by Rob to Senate in April 2014.
		5. UAC responses to vision and purpose questions
		6. NAU University Outcomes

New web page is getting final touches. Departments should be making coherent connections to the University Learning Outcomes. The UAC should encourage departments (units) to think about how their degrees connect to the University Learning outcomes.

1. Degree Program Student Learning Outcomes
2. In AY 12-13, Faculty Senate charged the University Curriculum Committee and University Graduate Committee with oversight of degree program student learning outcomes, though student learning outcomes have been required for more than a decade.
3. The goal is to have an online central repository for all learning outcomes for all programs by the end of Spring 2014.
4. Discussed a process to give feedback to programs for revisions of the outcomes based on the following characteristics of effective outcomes

An effective Degree Program Student Learning Outcome:

1.       Is learner-centered (focused on what students learn, rather than on what faculty teach);

2.       Is aligned with the degree program mission or purpose;

3.       Is focused on the central skills and knowledge of the discipline; and

4.       Integrates content, skills and purpose (which makes student learning observable or “measurable”).

As a whole, the Degree Program Student Learning Outcomes will:

* integrate University-wide initiatives, where appropriate (Global Learning Initiative themes-global engagement, diversity, environmental sustainability, Liberal Studies, Diversity),
* be appropriate to the level of the degree offered (Bachelor’s degree outcomes would be less rigorous and comprehensive than a Doctoral degree’s outcomes), and;
* have distinctive student learning outcomes for each emphasis, if the degree program has emphases with unique curricular requirements.
1. Faculty Outreach & Engagement
2. With which activities would each of you like to be engaged this year?

 Importance of providing support across the University. Sign-up sheet with 3 types of opportunities. Presentations; publications; Annual or semi-annual occasions -- Assessment Fair for example. Sue will be coordinating these events and scheduling. Faculty Development Session on Oct. 4.

 Relationship building is a big part of this process

1. Recommendations for Seals & Letters of Commendation. The list of nominees was approved by committee consensus.
2. Summer Working Group (which emerged from responses to vision and purpose questions last spring)
	1. Watch for report from last summer working group.
3. Future agenda items

 For next time…

 a. Orientation to Annual Assessment Report Template & Feedback

 b. Exploration of the Summer Work Group work

1. Adjournment

 Adjourned 3:03 PM

Respectfully submitted by Joe Anderson