

Assessment Council Minutes

Fall 2016

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Assessment Council Meeting Agenda
September 12, 2016, 2:30-3:30
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Members: (yellow highlight indicates members present)

Mark Anderson, Faculty Senate Representative

Kim Black, Assessment

Jason Byrnes, College of Performing and Visual Arts Representative

Brian Dauenhauer, College of Natural and Health Sciences Representative

Jeremy Davis, Student Engagement Representative

Lyda Ellis, University Libraries Representative, Senior Faculty Assessment Fellow

Brian Johnson, College of Education and Behavioral Sciences Representative

Michael Klitzke, Enrollment Management and Student Access Representative

Heng-Yu Ku, College of Education and Behavioral Sciences Representative

Jay Lightfoot, Monfort College of Business Representative

Chris Marston, College of Humanities and Social Sciences Representative

Julie Sexton, Assessment

Eugene Sheehan, Provost's Leadership Team Representative

Stephanie Torrez, University College Representative

Renee Welch, Student Engagement Representative

1. Approved 4/11/16 minutes
2. Announcements
 - a. Faculty Development Series – Lyda Ellis is leading a faculty development series. Staff are welcome to attend, as many concepts are transferable. A schedule and information about registering to attend a session is available here: www.unco.edu/assessment (see under Assessment News)
 - b. Faculty Assessment Fellows – New Faculty Assessment Fellows were announced as follows: Aaron Haberman (History), Molly Jameson (Psychology), and Josh Packard (Sociology). Lyda Ellis is continuing as a Senior Assessment Fellow.
3. Updates
 - a. AACU General Education Assessment Institute – team of 7 people attended. Biggest takeaway was on the use of portfolios as a learning tool and assessment method.
 - b. 2016 Assessment Grants – all funds have been awarded for FY2017. The list of funded projects is available here: <http://www.unco.edu/assessment/2016-17%20Assessment%20Mini-Grants.pdf>
 - c. ILO Project
 - i. Website - <http://www.unco.edu/institutional-learning-outcomes/>. The website has been updated with the ILO survey results reports. A second draft developed by the writing team and further refined by the focus group committee was also posted.
 - ii. ILO Focus Groups/Feedback Meetings – the focus group committee met over the summer to develop a schedule and protocol for conducting feedback meetings. Meetings are scheduled in the second half of September. Registration for staff participants is strong, and there are sufficient faculty registered to hold several sessions. Student registration is low, especially graduate students. Council discussed strategies for increasing student and faculty participation, including the following:

- a. Julie will send out invitations to students for people to use to recruit some students
 - b. Send special invitation to HESAL program
 - c. Many student services areas could help recruit students – ask their employees
 - d. Mark will send to Faculty Senate
 - e. Will set up an open session for anyone who wasn't able to attend the others
 - f. Let Kim know if interested in helping with feedback
4. Discussion Items
- a. Schulze Speaker Series Proposal – Council agreed to endorse a proposal to bring Thomas Angelo to campus as a Schulze Speaker.
 - b. Other business for 2016/2017 – In addition to completing the ILO phase 1 project, the Council will also work on the following issues:
 - i. Assessment Mini-Grant process – develop a process and structure that supports greater involvement of the Council in the award selection process.
 - ii. Assessment Award – recommend criteria and selection process for recognizing excellence in assessment.
 - iii. ILO Assessment – Phase 2 of the project will involve developing a method for assessing ILOs once they are finalized. ([Return to Contents](#))

Assessment Council Meeting Minutes

October 10, 2016, 2:30-3:30

Carter Hall, 4th Floor Boardroom

Members: (yellow highlight indicates members present)

Mark Anderson, Faculty Senate Representative

Kim Black, Assessment

Jason Byrnes, College of Performing and Visual Arts Representative

Brian Dauenhauer, College of Natural and Health Sciences Representative

Jeremy Davis, Student Engagement Representative

Lyda Ellis, University Libraries Representative, Senior Faculty Assessment Fellow

Brian Johnson, College of Education and Behavioral Sciences Representative

Michael Klitzke, Enrollment Management and Student Access Representative

Heng-Yu Ku, College of Education and Behavioral Sciences Representative

Jay Lightfoot, Monfort College of Business Representative

Chris Marston, College of Humanities and Social Sciences Representative

Julie Sexton, Assessment

Eugene Sheehan, Provost's Leadership Team Representative

Stephanie Torrez, University College Representative

Renee Welch, Student Engagement Representative

Mia Williams, Graduate Council

1. Welcomed Mia Williams, Assistant Professor of Educational Technology and Social Foundations, as the Graduate Council representative.
2. Approved 9/12/16 minutes
3. Updates and Reports
 - a. Faculty Development Series – Lyda Ellis reported the series is going well. 15 people attended the first session and 15 are signed up for the next one.
 - b. Schulze Speaker Series Proposal – Kim reported that she was not able to meet the deadline. We will revisit submitting a proposal for next year.
 - c. ILO Feedback Meeting Report – Kim thanked the feedback facilitators (Julie Sexton, Chris Marston, Jeremy Davis, Renee Welch, Jenna Finley, Allison Grant, and Jill Beyzak). Julie distributed a handout demonstrating how she plans to organize and synthesize the information collected.
 - d. Faculty Assessment Fellows – Kim reported that the fellows are preparing to launch a study on behalf of the Liberal Arts Council to collect information about how faculty are currently assessing critical thinking in their LAC courses. They are also collecting information from other institutions about methods used to assess general education learning outcomes. Results from both activities will be used to develop a recommendation to the LAC on a method for conducting a pilot assessment next fall.
4. Discussion Items
 - a. Next Steps in ILO Project
 - i. The Council decided to work together at the next meeting to complete the final revisions to draft 2. Feedback from the sessions indicated that the current language is not written for students/parents.

- ii. The Council decided that an additional round of feedback is not needed. Once the draft is finalized, we will post to the website with a link for providing feedback with a deadline for consideration. We will not create a new survey but instead have a text box for general comments.
- b. Other business for 2016/2017
 - i. Assessment Mini-Grant process – Mia, Stephanie, and Jason volunteered to form a sub-committee to work on revisions to the current submission and selection process.
 - ii. Assessment Award – the Council will discuss and develop a recommendation at a future meeting.
 - iii. ILO Assessment – this item was tabled for a later date. ([Return to Contents](#))

Assessment Council Meeting Agenda
November 14, 2016, 2:30-3:30
University Center, Spruce B

Members: (yellow highlight indicates members present)

Mark Anderson, Faculty Senate Representative

Kim Black, Assessment

Jason Byrnes, College of Performing and Visual Arts Representative

Brian Dauenhauer, College of Natural and Health Sciences Representative

Jeremy Davis, Student Engagement Representative

Lyda Ellis, University Libraries Representative, Senior Faculty Assessment Fellow

Brian Johnson, College of Education and Behavioral Sciences Representative

Michael Klitzke, Enrollment Management and Student Access Representative

Heng-Yu Ku, College of Education and Behavioral Sciences Representative

Jay Lightfoot, Monfort College of Business Representative

Chris Marston, College of Humanities and Social Sciences Representative

Julie Sexton, Assessment

Eugene Sheehan, Provost's Leadership Team Representative

Stephanie Torrez, University College Representative

Renee Welch, Student Engagement Representative

Mia Williams, Graduate Council

1. Approved 10/10/16 minutes
2. Announcements
 - a. Lyda had a book proposal accepted on Library Assessment - congratulations to Lyda
 - b. CEBS considering whether to continue accreditation with CAEP – no decisions yet
3. Updates and Reports
 - a. Faculty Development Series - Lyda finished 3rd of 3 fall workshops. Sarah Goodrum gave the last session. 12-15 people attended each session with many of the same people attending 2 or more sessions. A spring series is coming up next semester that will include topics on involving students in assessment practice, assessment fair, and signature assignments.
 - b. Assessment Mini-Grant Process – Kim will convene group who volunteered to work on this before the December meeting.
 - c. ILO Feedback Report – Julie completed the report, which was shared via email. Meeting facilitators commented that Julie captured the feedback well.
4. Discussion Item
 - a. ILO revisions
 - i. Developed statements for three additional concepts participants in feedback sessions identified as missing components
 1. Critical Thinking – Mia, Mark, Chris
Students will apply critical thinking skills to explore complex questions and propose informed solutions.
 2. Diversity – Jeremy, Jason, Jay, Lyda
Students will develop the capacity to understand and interact effectively with others who differ in identities, beliefs, behaviors, and values.

3. Well-being – Brian, Brian, Ku, Renee
 - a. Students will reflect critically about themselves and engage in behaviors that promote personal growth.
 - b. Students will reflect critically about themselves in relation to others and will develop and sustain mutually beneficial relationships.
 - c. Students will reflect critically on their own well-being and that of the larger world, demonstrate knowledge of issues that impact health and wellness, and commit to one or more practices that promote well-being.
- ii. Final revisions to existing ILOs to be completed at December meeting. ([Return to Contents](#))

Assessment Council Meeting Agenda
December 12, 2016, 2:30-3:30
University Center, Spruce B

Members: (yellow highlight indicates members present)

Mark Anderson, Faculty Senate Representative

Kim Black, Assessment, Council Chair

Jason Byrnes, College of Performing and Visual Arts Representative

Talia Carroll, Campus Community and Climate Representative

Brian Dauenhauer, College of Natural and Health Sciences Representative

Jeremy Davis, Student Engagement Representative

Brian Johnson, College of Education and Behavioral Sciences Representative

Michael Klitzke, Enrollment Management and Student Access Representative

Heng-Yu Ku, College of Education and Behavioral Sciences Representative

Jay Lightfoot, Monfort College of Business Representative

Yvette Lucero Nguyen, Campus Community and Climate Representative

Chris Marston, College of Humanities and Social Sciences Representative

Lyda McCartin, University Libraries Representative, Senior Faculty Assessment Fellow

Julie Sexton, Assessment

Eugene Sheehan, Provost's Leadership Team Representative

Stephanie Torrez, University College Representative

Renee Welch, Student Engagement Representative

Mia Williams, Graduate Council

1. Welcome new members Talia Carroll and Yvette Lucero Nguyen
2. Approved 11/14/16 minutes
3. Announcements – none
4. Updates and Reports
 - a. Assessment Mini-Grant Committee met and recommended moving application deadline to February. Kim will distribute call for applications. Need to appoint review committee.
 - b. Discussion Item
 - a. ILO revisions
 - i. Categorization discussion comments
 1. Alternative one would be easier for students, but the current one is a little more robust
 2. Alternative one more effective for students
 3. Is there a way to bridge the versions where there is a public one and a private one for faculty/staff?
 4. Possibly all of the ILOs may need some translation.
 5. Groupings make more sense in the alternative version.
 6. Could create website with more detail.
 7. Is anything lost in the descriptors?
 8. New descriptors were easier to understand.
 9. Like second version because in the original each version was an outcome in itself. Nothing is lost. Easier to not have to also assess the category.

Decision – adopt alternative version. Regroup after ILOs are revised and finalize descriptive labels.

- ii. Small groups work on assigned ILOs
 - 1. Group 1: Stephanie, Lyda, Chris, and Talia
 - 2. Group 2: Brian, Mia, Yvette
 - 3. Group 3: Julie, Jay, Mark ([Return to Contents](#))