

Assessment Council Minutes

Fall, 2021

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Assessment Council Meeting Minutes
September 13, 2021, 2:00-3:00
Campus Commons 2201

Members:

Kim Black, Academic Effectiveness, Council Chair
Brian Dauenhauer, College of Natural and Health Sciences
Rachel Dineen, Undergraduate Council
Sherri Frye, Student Affairs
Donna Goodwin, College of Performing and Visual Arts
Allison Grant, Institutional Research and Effectiveness
Aaron Haberman, Assessment
Brian Johnson, College of Education and Behavioral Sciences
Tyler Jones, Instructional Design and Development
Heng-Yu Ku, College of Education and Behavioral Sciences
Milan Larson, Monfort College of Business
Brianne Markowski, University Libraries
Michael Martin, Monfort College of Business
Chris Marston, College of Humanities and Social Sciences
Lyda McCartin, Center for the Enhancement of Teaching and Learning
Berniece Mitchell, Recording Secretary
Stephanie Torrez, Student Academic Success
Vacant, Graduate Council
Stephanie Wiegand, Faculty Senate
Tara Wood, College of Humanities and Social Sciences

1. Welcome new members and introductions
2. Approval of May 5, 2021, minutes. Minutes approved
3. Announcements and Updates
 - ILO Project Update – Cohort 1 have all resigned. Aaron explained that Kathy Zellers is in the process of loading the learning outcomes and rubrics into Canvas shells. The second cohort is going now and is being fast-tracked to completion in order to do their assessment in the Spring. We had 3 programs apply this year—The English Writing Program, the Chicano/a and LatinX program, and GOAL Program.
4. Discussion Items
 - \$4,500 unallocated grant funds—Kim explained why, and some different scenarios we could use to allocate the funds. One would be to recruit other programs to participate in the ILO project; a second option would be to re-open the proposal call for traditional

assessment grants; the third would be to go back to the applications that were declined last year. We would still have funds left and could open up the application process to award two additional traditional grants. After discussion, it was agreed that it would not be prudent to add any new programs to the ILO Project at this point. It was agreed that the two programs who were turned down should be contacted and offered the opportunity to go forward with their proposed project.

- Meeting location for 21-22 – virtual or in-person? Kim will send a poll.
- 21-22 Council agenda – moving forward with HLC assessment recommendations
 - Assessment planning process revisions – Lyda and Donna Goodwin have been working on this.
 - Policy and procedure for program-level assessment requirements, including annual assessment of learning reports. It was expressed that it would be extremely helpful to have a guidebook that outlines the institutional process. It was agreed. Kim asked that this process should start with Academic Affairs.
 - Kim asked that everyone volunteer for one of these projects. Stephanie said she would partner with someone on this. Kim will put out a poll asking for volunteers
 - What else?

Assessment Council Meeting Minutes

October 11, 2021, 2:00-3:00

Zoom <https://unco.zoom.us/j/93938437399?pwd=by9SWDJWZkFvL2l3TGf4VmlvWU1pQT09>

Members:

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5. Welcome
 6. Approval of September 13, 2021, minutes. Approved as written.
 7. Announcements and Updates
 - ILO Project Update –Aaron & Kim met with the three programs and did an orientation. Aaron reported that he has checked in with one of the cohort 1 participants.
 - Assessment Grant Update - \$2,500 unallocated grant funds – she reached out to the two programs who weren't funded in the spring to see if they were interested. They were so they will be set up. There are several options for finding ways to allocate the funds.
 - The plan is to continue to meet virtually through the remainder of the semester, and then reassess. Kim decided to keep our room reservation for the present, so you will receive a Zoom link each month going forward.
 8. Discussion Items
 - Committee Assignments (see below)
 - Process, Timeline, Teams. Assessment Council “old school”. Using our regular meeting times for the committees will be meeting. Timeline: hopefully polished drafts by March meeting where we can finalize changes in April, with the May meeting as a “grace period”. There are two

channels in Teams where you can load documents, etc. during your work. She has developed charges for both committees, designed to bring clarity to the projects.

- November meeting we will meet as a group for approximately 5 minutes, and then go to our breakout groups.
- Break out discussions

AY 21-22 Committee Assignments

Assessment Policy	Assessment Planning
Chris Marston	Lyda McCartin
Stephanie Torrez	Donna Goodwin
Brian Dauenhauer	Brianne Markowski
Tara Wood	Aaron Haberman
Brian Johnson	Tyler Jones
Rachel Dineen	Allison Grant
Michael Martin	Milan Larson
Stephanie Weigand	Sherri Frye

Assessment Council Meeting Minutes

November 8, 2021, 2:00-3:00

Zoom <https://unco.zoom.us/j/94249559333?pwd=ZUxBNEV2S290TTg0bIVUTnFUymo2QT09>

Members:

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9. Welcome

10. Approval of October 11, 2021, minutes

11. Announcements and Updates

- ILO Project Update cohort 1 ready to go. Little behind with Cohort 2 – having a bit more discussions.
- IUPUI Assessment Institute – recorded sessions coming soon

12. Committee Breakout Work Session

AY 21-22 Committee Assignments

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Stephanie Torrez	Donna Goodwin
Brian Dauenhauer	Brienne Markowski

Tara Wood	Aaron Haberman
Brian Johnson	Tyler Jones
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Zoom

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13. Welcome

14. Approval of November 8, 2021, minutes

15. Announcements and Updates

- ILO Project Update - cohort 1 set up and most of the data entered. Had some slight issues with Kathy's admin privileges. Hoping to resolve today. Will continue working out for cohort 2 – 2 of 3 programs ready to go.
- IUPUI Assessment Institute – recorded sessions available:
<https://assessmentinstitute.iupui.edu/program/recordings.html>
 - Recommend the following:
 - 14L: Six Questions to Guide Your Learning Improvement Process
 - 17C: Re-Positioning the Learning Improvement Effort
 - Share your own recommendations in the Assessment Council Teams Chat

16. Committee Breakout Work Session