



University Assessment Committee Meeting  
MSC John Spotts Room / 9:00 – 10:30 AM  
October 5, 2017

## MINUTES

**Members Present:** Tina Allen, Loukia Dixon, Kim DeTardo-Bora, Britt Frye, April Fugett, Andrew Gooding, Amy Saunders, Susan Imes, Marty Laubach, Paula Lucas, Fred Mader, Karen McComas, Tim Melvin, Doug Nichols, Maddie Parker, Caroline Perkins, Mary Beth Reynolds, Asad Salem, Larry Sheret

Members Absent: Maribea Barnes, Nicki LoCascio

1. **Introductions:** The meeting began with introductions of committee members.
2. **Approval of Minutes:** Caroline Perkins motioned to approve the minutes and Andrew Gooding seconded the motion. Approved unanimously.
3. **Summer Assessment Results:** *Capstone Work Assessment:* Mary Beth discussed issues with continued administration of the *CLA+*, e.g. the sample represents only a small percentage of academic disciplines on campus and there is no real incentive for participants to perform to the best of their ability. Both issues call into question the validity of the results and the former makes it difficult to effectively use the results to make targeted improvements. Following a spring 2017 pilot, she suggested using nationally normed AAC&U *Critical Thinking* and *Written Communication* rubrics to assess a random sample of capstone projects. Discussion ensued regarding the impact of assessing group versus individual projects and the importance of sharing rubrics with instructors and students
4. **Assessment Report Evaluation Assignments:** Mary Beth distributed review assignments and the rubric to all assessment committee members and discussed the addition of a report section detailing the current status of the previous year's action plan. The group decided on a due date of December 1 for completed reviews. An optional rubric norming session will be scheduled for new (and returning) members shortly. Questions posed were whether or not we need to assess rubric sections (learning outcomes and/or assessment measures) for programs that have consistently scored at level 3 in past years and have not changed their assessment plans. One suggestion was to create a field in the portal to indicate that no outcomes and assessments had been modified since the last evaluation. Some members felt that it was important to review the entire report each year and, since that was being done, it was not extra work to score the entire rubric.
5. **Integrative Thinking and Signature Work Project:** Karen McComas and Britt Frye discussed a new initiative that we hope to launch in fall 2018. Karen McComas, Kateryna Schray, Cedric Gathings, Matt James, Britt Frye, and Mary Beth Reynolds attended the AAC&U Institute in Integrative Thinking and Signature Work in July 2017. Karen and Britt explained the emerging project plans, which will target improvement in recruiting, student success, and completion. Karen made the

point that, if students connect with campus during their freshman year and return as sophomores, they are much more likely to persist toward graduation. She and Britt outlined the project as noted:

- a. **Project 1** – Launch parties – engagement with students before they come to campus to establish their connection to University.
- b. **Project 2** – Use a model established by the University of Maryland to engage students in meaningful ways during their freshman year. The group has chosen the title “Transformative and Informative Marshall Experience (TIME)” to describe the research/scholarship/creative teams to which students may apply.
  - i. **TIME 100** – After UNI 100, to include CITI training, research training, etc.
  - ii. **TIME 101** – Student research/scholarship/creative teams conduct studies in consultation with faculty mentors.
  - iii. **TIME 102** – Student research/scholarship/creative teams conclude research.
- c. The group is working on a signature work piece. They hope to have a structure at the end of fall 2017 to present to the deans. Launch parties will begin in summer 2018 and TIME 100 in fall 2018.

6. **Other agenda items** were not discussed. Meeting adjourned at 10:30.

Respectfully Submitted,

*Tim Melvin*