



University Assessment Committee Meeting
Date: Monday, October 18, 2021; Time: 10:00 – 11:30 PM
Location: Microsoft Teams

Minutes

Members Present: Omar Attarabeen, Fulton Burns, Saurabh Mehta, Kim DeTardo-Bora, Carrie Childers, April Fugett, Trish Gallagher, Marty Laubach, Scott Davis, Brian Hoey, Paula Lucas, Sarah-Frances Lyon, Tim Melvin, Adam Russell, Larry Sheret, Chris Sochor, and Mary Beth Reynolds

Members Absent: Andy Hermansdorfer, Ralph McKinney, and Asad Salem

1. Trish Gallagher moved, and Tim Melvin seconded, approval of the minutes from the May 3, 2021 meeting. The minutes were unanimously approved as amended by Trish Gallagher.
2. **Quality Initiative Planning Updates:** Mary Beth shared that Marshall's Quality Initiative; *Building a Stronger and More Inclusive Marshall Community*; has been approved by the Higher Learning Commission. She provided a summary of the plan's goals and activities and current implementation planning. She asked committee members to advise her of interest in participating.
3. **Program Review Changes:** Mary Beth shared that we are transitioning to the use of *dynamic forms* for recommendation and signature tracking. Scott Davis, Chair of the Graduate Council's Program Review Committee, and its liaison to the Assessment Committee, shared the work he and his committee completed last year to provide more consistency to the program review process. He shared this work with Stephen Tipler, Chair of the Faculty Senate's Academic Planning Committee, who has converted the reviewers' evaluation form and decision tree to *dynamic forms*.
4. **Summer Assessment Team Reports:** Mary Beth provided a brief overview of the work of the Summer Assessment Team, of which University Assessment Committee members Kim DeTardo-Bora and Marty Laubach are members. She noted that results continue to show that Marshall's freshmen improve their information literacy and critical thinking skills between matriculation and the end of First Year Seminar. She said that the Summer Assessment Team evaluates random samples of student artifacts that align to three of Marshall's nine Baccalaureate Degree Profile outcomes. These evaluations are done in a three-year cycle. In summer 2021, the team assessed artifacts aligning to *Creative Thinking*, *Inquiry-Based Thinking*, and *Quantitative Thinking*. Findings suggested that student performance in *Creative Thinking* is significantly weaker than their performance on the other two outcomes assessed this past summer. One of the Summer Assessment Team's recommendations is that the university consider revising the *Creative Thinking* outcome to better reflect work done in the arts. Discussion ensued with Marty and Kim both sharing their thoughts. Marty specifically said that assessors needed a better understanding of the process behind the work that students do in creating their artifacts.

5. **Annual Assessment Report Assignments:** Mary Beth said that she would send committee assignments by the end of November and asked that members complete reviews of annual assessment reports by the end of January 2022.
6. **Alumni Survey Results:** Mary Beth pointed out the location of alumni survey results on the assessment webpage. She noted that for our most recent surveys (classes from academic year 2019-2020) we had 36% response rate for undergraduate alumni and 33% for graduate alumni. Although this percentage has improved since we first began collecting data, it is lower than we would like it to be. She said that she has a meeting soon to strategize about ways to make this data collection more efficient.
7. **Syllabus Evaluation Update:** Mary Beth thanked members who completed syllabus evaluations last spring and said we are behind sending these to faculty, but they should be mailed by the end of this week.
8. **National Survey of Student Engagement (NSSE) Update:** Mary Beth said that Marshall will administer *NSSE* in the spring. She noted that we now give the survey on a biannual schedule and reminded committee members that Marshall's students have consistently rated the "academic challenge" at Marshall to be at least comparable to the top 50% of institutions that participate in *NSSE*.
9. **Other Duties:** Mary Beth updated the committee regarding electronic Promotion and Tenure. We are piloting the use of Microsoft Teams for this purpose this year. She is also leading a Task Force to develop university-wide policies for portion of faculty who are not on the tenure-track. Larry Sheret updated members on how faculty applying for promotion and/or tenure can use the Library's Digital Scholar database to retrieve copies of their peer reviewed publications. Carrie Childers advised members that inserting links into Teams was difficult, but that a workaround might be to use SharePoint or One Drive.
10. **Additional Business:** Mary Beth announced that the next meeting will be held at noon on the day final grades are due, which is December 13.

The meeting adjourned at 11:30 A.M.

Respectfully Submitted,

Mary Beth Reynolds