

University Assessment Committee

October 9, 2002 1:45pm

WHT 126

Present: Mary Treviño, Betty Momayezi, Conchita Hicky, Bonnie Rudoph,
K. Raghunandan, Ron Anderson, Carol Waters, Rosa Maria R. Vida, Sushma
Krishnamurthy, Linda Medearis, Rodney Webb, Veronica Martinez, Susan Baker,
Nasser Momayezi

1.) Minutes- W. Cargill absent

2.) Subcommittee Reports

A. Degree Programs

-COBA, COST, CoEd- turned in comments and corrections from Phase I. Some in phase II still out and will notify C. Waters

-COAH-Phase I complete, will go back this p.m.

-Core Curriculum- Jeff Cass to coordinate

-RJE to measure writing

-University Curriculum Committee will develop assessment

M.Trevino suggested that Dr. Cass needs to be added to committee, since he is to edit report. C. Waters mentioned that some entities may choose not to follow guidelines of committee.

Deadlines: Need to have all assessments identified by end of next week and need to have all assessment instruments identified by Oct. 31.

*B. Rudolph: MACP- graduates only in December. Uncomfortable about using assessment instruments without advisement to students- so plan to use present instruments this time and develop new ones.

*S. Krishnamurthy: questioned if IRB needs to be involved with surveys-R Vida says if going outside to community, probably do have to have IRB approval.

* C Waters: Will invite IRB chair to next week's meeting.

*S Baker suggested dividing up programs among committee members to resolve questions by next week.

B. Administrative Support Services

Phase I done- nine departments submitted revisions- some still out

C. Educational Support Services

All revisions made, except international programs- will follow up by phone.

Carol Waters asked if there were any other areas that need to be assessed. C. Hickey mentioned that contracted services provide an annual report that will help expedite the assessment.

Carol Waters asked about evaluation on advising. The group decided that faculty evaluations contain that information through the forms. Other programs under Title V have advising components that are being measured.

V. Martinez reported on subject ACAT/ discipline exams- have some and will be setting some others by next week. Many departments are using this. General education book by Nichols has been received and can be used for guidance.

Locally generated assessment Instruments- to give feedback on progress of assessments

- a. forms to be sent on (Attached) asking for expected date of completion for each one
- b. Deadline- should not be changed (B. Rudolph)
Keep at Nov. 7 to receive actual local tools

6.Next Meeting: Will ask to get feedback number 2 to VMartinez by Tuesday p.m.

- Will keep earlier versions until finalized- then retain only final version
- Subcommittee will meet on Wed. 12-2
- Friday 18th 2-4: full committee

Other: discussed confusion over rubrics

- C. Hickey, RMVida, B. Rudolph said committee needs to offer some orientation to faculty/chairs on rubrics. C. Hickey volunteered to present to all faculty