Assessment Council Meeting

December 10, 2021

Members Present: Keri Yousif (guest), Shelley Arvin, Malea Crosby, Nathan Myers, Sheikh Ferdous, Greg Bierly, Ellen Malito-Green, Kelley Woods-Johnson, Melisssa Wong, Maggie Dalrymple, Chris Fischer, Kelly Wilkinson, Alyce Hopple, Alina Waite, Amanda Muhammad, Tess Avelis

1. Welcome
2. Review of the Minutes – Greg moved to approve, Shelley second. Minutes approved 6-0-3
3. Guest Speaker – Keri Yousif

Chairs and program directors received their data and sample narratives. Definitions for the data were provided as well. Keri provided the assessment council with the COI definitions and rubric. For specific data questions, Susan Powers or Linda Ferguson are the best point of contact. Process questions can go to Keri. The assessment council meeting was not recorded. Assessment council members who have questions can reach out to Keri. The narrative is limited to 250 words. The narrative can be used to point out errors or gaps in the data. For example, data may not show how the strategic goals are met. The narrative can be used to supplement or say what cannot be seen from the data. The narrative is not an opportunity to refute the data. Keri has provided a sample of the narrative .Kelley will attach this to the meeting invitation. Keri reiterated that the reports are not used for program prioritization. She encouraged departments to take a close look at the data and use this data to move forward. The reports are intended to be a starting point for exploring program strengths and needs. The committee is looking for cross program and cross college data sharing and discussion.

Chris Fischer asked if there is an expectation that report writers consult with program faculty. He shared that some department chairs may write the narratives themselves. Keri encouraged faculty and program directors to review their own data and engage in this process as it is important that faculty are aware of program data. Keri also shared this is an opportunity to learn from other programs what they are doing well.

Are there definitions for “strengths of data”? Keri shared that the narrative could be used to explain a programs interpretation of what is important as far as enrollment data.

Chris also asked if the student success portion of the SOAS report will be eliminated due to this new reporting need. Kelley stated this is not the plan at this time.

The process for this report moving forward is still being considered. The committee wants to see how this first year does before planning for next year.

Kelley asked if there are plans to share feedback back to the programs. Keri indicated if the committee notices trends in programs, the committee will link those programs together to discuss. Keri shared the committee will be randomly assigned programs to review.

Nathan asked if this process will be used to review how the data is collected and what types of data are collected. He shared that faculty have expressed criticisms of the data. Keri reminded the council that the data is a snapshot at a given moment. The data is continuously updated throughout the semester therefore what was accurate at the time the data was pulled, is inaccurate months later due to the fluid nature of the data collection/updating in Blue Reports.

It has been mentioned that minors and certificate programs will be reviewed in this process as well. Keri stated there has been discussion on this, however a decision was not finalized.

Nathan asked if the data and narrative will be used to inform decisions on filling faculty lines? Keri stated there is no direct correlation. It is the hope departments will use this data to make informed decisions when requesting faculty lines.

The committee is comprised of faculty of various ranks including department chairs and program directors. Faculty are from all colleges and represent both undergraduate and graduate programs. The only administrators are Susan Powers and Provost Olsen.

1. Reports
	1. Officers

Nathan has been reviewing the recorded sessions from the IUPUI assessment conference. He shared highlights from the excellence in assessment winners’ sessions. Kelley put a call out for new members for the strategic planning committee.

* 1. Coordinator

SOAS reports are holding steady at 78%. Kelley expects to have feedback for COE, Honors, and SCOT by the end of next week (December 17).

* 1. Members
	2. Committees
1. Old Business – no old business
2. New Business
	1. Assessment Check-Ins – Kelley requested council members reach out to their constituents to see how faculty are feeling about assessment. How are classroom and program based assessment going? Is Covid still impacting assessment? Are there training needs? Kelley asked council members to report back at the first council meeting in January.

HLC annual conference is in April in Chicago. Kelley mentioned it is a great conference and encouraged members to take advantage of the early bird rate.

The IUPUI assessment conference call for proposals is due in February

Save the date for the Foundational Studies assessment day on February 12th.

1. Adjournment – meeting adjourned at 9:41am