

**The Minutes of
UNIVERSITY ASSESSMENT COMMITTEE
OF
ARKANSAS TECH UNIVERSITY**

The University Assessment Committee met Thursday, November 21, 2013 at 4:00pm in Rothwell 456. The following were present:

Dr. Monica Varner (Chair)	Ms. Audra Porter	Dr. Patricia Buford
Dr. Stephen Jones	Ms. Amy Pennington	Mr. Bruce Sikes
Dr. Susan Underwood	Dr. Annette Holeyfield	Dr. Lucas Maxwell
Dr. Ivan Still	Dr. William Hoefler	Ms. Antonette Stuckey
Dr. Mary Gunter	Dr. David Roach	Ms. Marilyn Johnson

Absent:

Dr. Jan Jenkins	Dr. Robin Lasey	Mr. Wyatt Watson
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Call to Order Dr. Varner called the meeting to order.

Approval of

Minutes: October 24, 2013 minutes approved by the UAC.

Old Business: ATU 2011-2021 Continuous Improvement Plan, ATU's assessment process (color PPX), was presented to the Dean's and Graduate Councils. Our continuous improvement plan stems from our strategic plan merged with the Higher Learning Commission's recommendations. ATU Graduate Council is in the process of creating their own strategic assessment process and updating their mission. We will add the Graduate Council's new plan to the new ATU assessment website in progress.

New Business: “ATU 2011-2012 Continuous Improvement Plan”

A model of continuous improvement for institutional effectiveness that incorporates all of our university units: academics, student services, university offices, and Ozark campus. Our model, developed by James O. and Karen W. Nichols, has been widely and successfully used in institutional research, assessment, and effectiveness at universities throughout the nation.

Action Items: “Degree/Program Continuous Improvement Student Learning Report”

This form is an alternative rubric for program assessment that can be filled out in Microsoft Word and uploaded as evidence for program assessment in TracDat. Some program evaluators are familiar with TracDat and may continue to use that format. This form provides an adaptable and user-friendly format that some may find easier to navigate. Editing is being done to align the semantics of the form with those of TracDat and ATU campus culture before dissemination to university stakeholders. Once this form is approved, it will be available on the ATU assessment website for individual download and completion.

“Assessment Peer Review Degree/Program Continuous Improvement Report”

This form is a rubric designed for peer reviewers performing the assessment of a specific program’s assessment process. It differs from the above-mentioned form, the “Degree/Program Continuous Improvement Student Learning Report” by providing evidence from assessment professionals that individual programs are effectively assessing their own student learning. This form will insure the quality of ATU program, unit, and office assessment; a step that will ultimately increase the value in attending our university. It is when we can numerically identify where a program has opportunities, that we can guide programs in implementing positive changes. Results will be shared with university stakeholders.

“ATU Continuous Improvement Report Schedule & General Education Data Academic Cycle 2013-2014”

Schedule of when Academic Programs, General Education CPGEs, Student Services, E-Tech, Honors Program, University Offices, Academic

Support Services, and Ozark Campus are to upload their assessment evidence to TracDat. Multiple dates are provided to give evaluators flexibility in their schedules.

“ATU Continuous Improvement Assessment Peer Review Schedule for Academic Programs and the General Education Program Academic Cycle 2013-2014”

A step in continuous improvement, this form is a schedule of dates for peer reviewers to provide their unit assessments to the **Office of Assessment and Institutional Effectiveness (OAIE)**. Multiple dates are provided to give evaluators flexibility in their schedules.

“Continuous Improvement Assessment Peer Review Schedule Academic Cycle 2012-2013”

This form shows a sample of degrees which are scheduled to submit an Academic Program Review or Accreditation Report to the Office of Academic Affairs in 2014-2015, 2015-2016, or 2016-2017. All academic programs will be peer reviewed to insure excellence 1-3 years prior to their Academic Program Review. Programs that are nationally accredited or state licensed/ certified may request an assessment peer review from the OAIE. Programs that require peer review for 2012-2013 will be assigned a peer review team and reviewed in February through April 2014.

“Tentative Assessment Workshops”

Dr. Varner will be hosting several assessment workshops, also known as ATU’s Assessment Academy. This is an introductory list of dates, presenters, and locations.

“Arkansas Tech University General Education Program Criteria for CPGE Assessment”

“Arkansas Tech University Academic Program Criteria for CPGE Assessment”

Adjournment

The meeting adjourned at 5:07 p.m.