

## University Assessment Committee Meeting

April 28, 2022 9:00 AM (via Zoom)

Present: William Bajor, Claire Lenhart, Michelle Donlin, Christopher Dudley, Kelly Harrison, Jeffrey Hotz, Adam McGlynn, Megan Smith, Daisy Wang, Jennifer White

Absent: Paul Creamer, Christopher Domanski, Heather Garrison, Josie Kraemer, Denise Seigart, Jack Truschel, Laura Waters

### Committee Discussion:

GE Assessment Reports- Faculty who agreed to review one of the general education assessment reports may now add the completed evaluations to the folder on the O drive. There is a folder set up for these evaluations. Anything completed from Work Group #3 on student success initiatives may be added also.

Annual Institutional Update - Dr. Bajor met with our Middles States liaison Dr. Sean McKitrick. The Middle States annual institutional update will be opening up from August 29<sup>th</sup> through September 28<sup>th</sup>, 2022. Then, at any time after that is when the midpoint review will begin to take place. That peer group will be using the latest annual institutional updates. It is not expected that the recommendations tab will be opened up for us prior to the annual institutional update. Dr. McKitrick did say, when we fill it out, we may state that it hadn't been opened due to factors outside of our control and let them know that he suggested Dr. Bajor notify them and he will support us. We are surely not the only ones in the same situation. Dr. Bajor will have to reach out over the summer to some colleagues to cram three years' worth of progress into the allotted space, (1,000 words per recommendation). Each will state what we have done addressing the four recommendations. Dr. McKitrick did say we are in good shape and that we are not in any particularly negative situation. The President indicated our strategic plan from 2017 remains current and will be extended through 2022. There is already a note stating it was extended through 2021. We have to state somewhere that it is extended to 2022. Dr. Bajor is working with the deans on the Five Year and Accreditation Program Review tables. Josie Kraemer and Dr. Bajor asked Nikolay to put together the various spreadsheets from the last ten years with calendars for all of the academic programs. Dr. Bajor distributed this information to the deans about two weeks ago and people can work on it over the early summer, but as soon as the fall semester starts we'll need to have the calendar in order, updated, and on track. He wants it to be on track with the normal accreditation program review cycles clearly spelled out

NSSE & Graduating Seniors Survey: As of yesterday, 238 seniors have responded to the graduating senior survey. Encourage your seniors to complete it; looking to see if we can reach 250 seniors. The NSSE survey is live until May 15<sup>th</sup>. It looks at both first year and senior year students. We hit the 20% participation benchmark, but we would like to see it go higher. Josie Kraemer will try to put out an additional announcement on Warrior Fish. One previous announcement was made via Warrior Fish. The rest of the messages have come from NSSE directly to students. We have also announced it in Warrior Notes.

### Mid Point Recap Review

Dr. Bajor will be drafting up recommendations and will be reaching out to faculty with the progress made to date. Justin Amann has started on Recommendation #1. On Recommendation #4, non-academic units, Dr. Bajor met with Geryl Kinsel earlier this morning. She informed him of many meetings and tons of documents on assessment from 2014-2015, however numbers were not logged, reports were drafted but progress not numerically captured. Dr. Bajor is accumulating needed documents. With the annual institutional update

opening up at the beginning of the semester it may be a little difficult since that is when Josie Kraemer and Donna Bulzoni's offices are busy with enrollment. Dr. McKitrick mentioned to Dr. Bajor that they (MSCHE) are nowhere near caught up. Every single process is behind and we should not be stressed. We should just be understanding, and wait for their replies.

As demonstrated in his work, as a peer reviewer, Dr. McGlynn said MSCHE is behind and they (his team) did do their site visit. Our strategic plan will be honed in on at the midpoint peer review and if you are just sitting on it and not doing anything with it they are going to want to know why. Progress should have been made and it will need to be demonstrated with evidence. He says some units obviously need more work than others. Gathering more information is key, accumulating documentation, measuring progress from year to year, producing evidence, have artifacts on hand, should something be questioned. We know what the categories are going to be and there may be one or two surprises for example. There were more questions for Academic Affairs to fill out, from the Provost's perspective, how Covid was affecting student success – where is the data? Did you diagnose problems on falling short on specific items? Biggest thing to understand is, don't say you're doing something that you're not doing and try hiding it internally. If we do things the right way, say we are doing it (which we are) and why we are doing it. What needs to be done to be better? How are we going to make it better is what they want to see.

Dr. McGlynn continues. There are standards, there will be a narrative for each standard, and just show what you did. Show evidence. If you say you are doing something and then you go click on an article and it's just a website that talks about assessment, but there's no actual assessment reports per se, they will see right through that pretty quickly. As long as we show what we are doing even if we don't feel we get to where we need to be, keep track with meetings and documentation, even if it may not be producing ideal numeric outcomes, a record of the work being done is important. It's still part of the process. SHOW the work you are doing, keep track of the meetings and follow up. Dr. Bajor will have to connect with the Provost and President on the organizational chart. Donna Bulzoni is on the fiscal side as CFO and is reporting to the President but it is not listed on the organizational chart. How about the other administrative unites? If someone wants to see how we've divided up, then we need updates even if it's transitional. Several key people have been in interim roles longer than expected. While this is a work in progress, proof of work, documentation, etc., all of it should be clear for the MPRR.

Dr. McGlynn asked what he can do to help Dr. Bajor, who said maybe a short narrative, but he will keep him and others posted.

Dr. Bajor asked Dr. Dudley if there is any additional GE assessment to be expected from Dr. Pruim. Dr. Dudley is only aware of the one measurement from last semester. They will be doing test courses for next fall.

With no further discussion, the meeting was adjourned.