

University Assessment Committee

November 30, 2021 2:00 PM (via Zoom)

Attendance: William Bajor, Christopher Domanski, Christopher Dudley, Kelly Harrison, Josie Kraemer, Adam McGlynn, Megan Smith, Denise Seigart, Jack Truschel, Jennie Smith, Daisy Wang, Jennifer White

Committee Discussion:

1. **Review of Minutes**

The October meeting was canceled. September meeting minutes were reviewed and accepted.

2. **Updates from MSCHE/Mid-Point Peer Review (MPPR)**

Dr. Bajor informed the committee of his participation in the MSCHE training workshop for new ALOs on October 21st. It was at that workshop that he was informed recommendations are to be addressed concurrently with the Annual Institutional Update (AIU) and that access is through a specific tab at the top of a MSCHE institutional member's web screen. The tab to address recommendations was not an operational tool explained in the instructional videos (publicly available) provided for new ALOs; so, it was not something anyone at ESU was aware of, including the past ALO. This matter was explained by Dr. Bajor to our MSCHE liaison, Dr. Sean McKitrick. Dr. McKitrick stated that we need not worry and that a request should be made to MSCHE's IT Helpdesk (with a copy to Dr. McKitrick) asking if the tab could be opened as well as asking when the next AIU is expected to take place. The hope is that, at the very least, we would have one more AIU in which to post our updates prior to the MPPR. Ideally, we would like the tab to be opened now to include information from 2019 until the present day so that we could state the steps we have taken so far to address the four recommendations. The MPPR is expected to take place in fall, 2022. The potential dilemma we wish to avoid is not having an opportunity to address the four recommendations prior to the MPPR. Assuming the AIU takes place this summer and MPPR remains scheduled for fall, 2022, we would have an opportunity, at the very least, with the 2022 AIU, to address the four recommendations prior to the MPPR. Dr. Bajor will keep UAC posted.

3. **Status of Non-Academic Program Assessment**

Following-up on approval at PC, Dr. Bajor contacted various VPs and other senior administrators on the unit inventories. There is no push-back to report. Having stated that, the ESU organizational chart is in flux (e.g., IT and Facilities); therefore, we need to have a clearer understanding of who supervises who so that the key personnel responsible for the unit inventories know which units they need to provide them for. Dr. Bajor will follow-up with each VP and senior administrator. The due date for the unit inventories is December 31st, 2021.

4. **Workgroup 4 Next Steps**

Group #4 members will be needed to help following-up with those units for which unit inventories are provided, especially those which really have not been assessing their work and/or are unsure how to do so. The idea is for all identified units at ESU to be empowered to assess progress and levels of success - what is working and what is not- and to know how to make adjustments to enhance levels of success, and then be able to accurately document and track all of that on a continuous basis. Dr. Kelly Harrison pointed out examples at other PASSHE institutions (e.g., counselling dept.) of five-year program review and assessment cycles for non-academic units.

5. Workgroup 3 Updates & Next Steps-Adam

Members of Group #3 have reached out to the leadership of various academic initiatives on campus to gather information on how we are supporting students who may not be prepared for university coursework. To date we have received information on the FYE program, the Student Success Network and the Department of Academic Success. Some other initiatives never launched due to the pandemic or staff leaving the university. As Group #3 members receive information, that should be forwarded to Dr. McGlynn and Dr. Bajor so that they can identify which initiatives still need to be examined.

Meeting adjourned.