

MINUTES

Committee Name: University Assessment Committee

Meeting Date: March 29, 2022

Time/Location: 10:00 – 11:00 AM /Zoom

Present: Karina Knutson, Sarah Sletten, Amber Johnson, Alex Pokornowski, Donna Pearson, Soizik Laguette, Tim Burrows, Frank Bowman, Laura Look, Amanda Moske

Agenda

GENERAL ITEMS

1. Call to Order – Amber

2. Announcements- Amber
 - a. Student Affairs Assessment Committee has started. Alex and Karina are the UAC members on that group.
 - b. Tutorials for UAC members- available in Teams site (in Assessment Review Teams). Includes video and steps on how to complete a UAC review.
 - c. Sarah Sletten leaving UND in May- Dr. Ruit is aware.
 - i. Soizik will contact the Committee on Committees

3. Additions to the Agenda – Amber
 - a. none

4. Approval of Minutes (March 10, 2022) – Amber
 - a. Minutes are posted in the Teams site
 - b. Soizik motioned, Tim seconded. Motion carried.

MINUTES

STANDING ITEMS

5. Reviews to the reconciled – Amber
 - a. None at this time. More reviews will be available for discussion at the next UAC meeting.

OLD BUSINESS

6. University Assessment Plan
 - a. Changes: updates to Essential Studies information
 - b. Question regarding ordering of college, department, program outcomes (does the order matter?)
 - c. Will focus on major revisions now, will do minor updates next year.
 - i. Hierarchy of outcomes as listed
 - ii. Grammar
 - iii. Support programs list and timeline
 - iv. Small edits will not require re-approval.
 - d. October 15th will be the submission deadline for both the Annual Assessment Reporting and the initial questions for Academic Program Review by the program review leader.
 - e. Alex motioned, Tim seconded. Motion carried.
7. 2022 – 2023 Chair or Co-chairs – who is rotating off (Amber and Brad)
 - a. Amber is interested in staying on for another 3-year term. Will submit her name to the Committee on Committees.
 - b. Soizik offered to remain as co-chair for 2022-2023
 - c. Amber will send out a survey to all UAC members about future membership. Will discuss at next meeting.

NEW BUSINESS

8. Add Diversity and Inclusion Office to Support Services – Tim

MINUTES

- a. Institutional alignment with new strategic plan. Give 3-year notification (2025-2026 would be required). Would help enhance the data available for DEI at UND. All other areas of campus are assessed. This work is critical. Need to be informed of DEI's impact and how the work supports students.
 - b. Tim motioned.
 - c. Other programs? Ttada? UIT? Title IX? Math tutoring?
 - i. How do we determine what programs/departments are assessed?
 - ii. Need to assess our assessments. Review who we are assessing and why. If they have a strategic plan, should they be assessed? Align with HLC. KPIs, HIPs.
 - d. Add to UAC annual report – need to asses other departments not usually assessed.
 - e. Project for next year's committee.
9. Essential Studies overview – Tim/Karyn
- a. Approved at University Senate
 - b. ES Assessment Process reviewed with UAC
 - i. Fall 2022- Information Literacy
 - ii. Spring 2023- Oral Communication
 - iii. Fall 2023- Intercultural Knowledge & Skills
 - iv. Spring 2024- Written Communication
 - v. Fall 2024- Critical Inquiry & Analysis
 - vi. Spring 2025- Quantitative Reasoning
 - c. Training will be provided each semester for faculty teaching an ES course
10. UAC webpage – Who updates the UAC website? The Annual Committee Report is 2018-2019
- a. Karina will update
11. UAC member discussion – Sarah Sletten and Steven Light
- a. Steve would like to remain on UAC for next year.

ADJOURN: 10:58 am

MINUTES

Next Meetings: April 13, 2022, from 10:30 – 11:30 AM via Zoom

Minutes by: Karina Knutson