

**Senate University Assessment  
Committee Annual Report for  
Academic Year 2018-2019**

The Senate University Assessment Committee (UAC) provides faculty guidance and oversight to the Office of the Vice President of Academic Affairs and Provost in developing and implementing the University Assessment Plan. In addition, the committee analyzes and interprets assessment results, develops appropriate reports, and disseminates assessment results to the Office of Vice President of Academic Affairs and Provost, the University Senate, and the community.

The University Assessment Committee was able to accomplish the tasks and responsibilities charged to it by the University Senate, in part due to the support provided by the Director of Assessment. In January 2019, this position was filled by Dr. Tim Burrows. Prior to Dr. Burrows' appointment, Dr. Donna Pearson acted in the interim. The Committee is appreciative of the support and expertise provided by Dr. Pearson and Dr. Burrows.

The Committee wishes to thank the Office of University Analytics and Planning and the University community for their assessment efforts. Every contribution is vital to the assessment process at the University of North Dakota. Special thanks are also offered to Jodi Steiner who willingly shared her assessment knowledge and time with the University Assessment Committee on an ongoing basis. The Senate University Assessment Committee for the 2018-2019 academic year was co-chaired by Shari Nelson (VPAA Designee) and Deborah Worley (EHD). Committee members for the 2018-2019 year included:

Tim Burrows (Director of Assessment) [Spring 2019]  
Leslie Martin (JDO)  
Andrew Quinn (Nursing & Professional  
Disciplines)  
Karina Knutson (VPSA designee)  
Amanda Moske (University Analytics & Planning)  
Douglas Munki (A&S)  
Seong-Hyun Nam (BPA)  
Shari Nelson (VPAA Designee)  
Chris Nelson (Graduate Studies Designee)  
Donna Pearson (Assistant Provost) [Fall 2018]  
Karyn Plumm (Essential Studies) [Spring 2019]  
Ariella Selya (MED) [Fall 2018]  
Jodi Steiner (Recorder)  
Matthew Ternus (student)  
Deborah Worley (EHD)  
Marcellin Zahui  
(CEM)  
Ryan Zerr (Essential Studies) [Fall 2018]

## Functions and Responsibilities of the University Assessment Committee

The University Senate has identified six areas of responsibility for the University Assessment Committee. The responsibilities of the Committee and its accomplishments during the 2018-19 academic year are addressed as follows:

I. Address all issues regarding assessment of student achievement and development.

*The University Assessment Plan recognizes the role of the Academic Curriculum (implicit and explicit) in student learning and development. Through a review process of annual assessment reports, assessment plans, previous assessment reviews, and departmental documents, the assessment activities of departments and programs within the School of Aerospace Science, College of Engineering & Mines, and the College of Business & Public Administration were reviewed in 2018-2019. The results were communicated to the department chairs through the Assessment Director.*

*The University Assessment Committee also conducted reviews of non-academic units including: International Center, Student Success Center, American Indian Student Services, Housing, Multicultural Student Programs and Services, and Student Support Services (TRiO). The Committee recognizes their contributions in the achievement of Institutional, Essential Studies, and Program goals relative to student learning and development.*

II. Develop, review, and evaluate the University Assessment Plan in conjunction with the Assessment Director.

*This document is to be reviewed every other year and was reviewed in fall 2017. The plan should be reviewed again in fall 2019. The most recent version of the University Assessment Plan is available at: [https://www1.und.edu/research/institutional-research/assessment/\\_files/docs/univ-asmt-plan.pdf](https://www1.und.edu/research/institutional-research/assessment/_files/docs/univ-asmt-plan.pdf)*

III. Oversee and evaluate the implementation of the University Assessment Plan, evaluate assessment activities and the interpretation of assessment results, and evaluate the overall effectiveness of the Plan.

*As previously indicated, the UAC reviewed the assessment documents for the departments and programs within the School of Aerospace Science, College of Engineering & Mines, and the College of Business & Public Administration were reviewed in 2018-2019. The committee reviewed assessment documents for 15 School of Aerospace Science programs, 34 College of Engineering & Mines programs, and 20 College of Business & Public Administration, including certificate, undergraduate, and graduate degree programs. Six non-academic units were reviewed during this same time period. Findings were documented and forwarded to departments through the Assessment Director.*

*The Assessment Director and the UAC continue to provide guidance to departments as they develop, implement, and make use of their assessment plans. Collectively, the reviews help determine the state of assessment for the University. Departments and programs have specific plans for assessment in place, and there are many programs where student learning goals are well-articulated in those assessment plans. Moreover, appropriate methods of assessment are implemented, though there were some instances where a single method of assessment predominates. Furthermore, the committee reviewed several programs where assessment methods need further description. A small number of programs did not provide any results of assessment activities or evidence of actions taken on the basis of assessment results.*

- IV. Make recommendations regarding how to address any deficiencies that are revealed by assessment activities.

*A process for providing feedback from the Committee to administrators and departments continues to be provided by the institution's Assessment Director. Changes in the process continue as appropriate. Additionally, a luncheon for Department Chairs and the Deans of the School of Aerospace Sciences, the College of Engineering & Mines, and the College of Business and Public Administration was held in May 2019. Many members of the Assessment Committee attended and provided general comments about the assessment plans that were reviewed. The Assessment Director moderated a series of brief presentations by departments who have developed and maintained successful assessment systems. It should be noted that the Assessment Committee review is viewed as advisory to departments and programs. Program review is the place where action should occur if deficiencies noted in the Assessment Committee reviews are not addressed.*

- V. Review University Accreditation Report when issued and advise the Senate regarding the Report and its implications.

*The Assessment Committee continues to support institutional efforts related to accreditation and results from our review of assessment materials will be used in UND's next self-study for HLC.*

- VI. Work with Institutional Research & Effectiveness to keep the Assessment Committee's website current.

*Responsibilities for website maintenance and updates has shifted. Under the guidance of the Director of Assessment, the UAC is working to ensure the most accurate information is available on the institution's assessment website. Several key features of the site include: a section on the basic steps of writing an assessment plan, a section for students that describes key findings from survey tools, resources for campus constituents about assessment, and resources for committee members who conduct reviews of assessment plans, including posting of the most up to date assessment review templates. In addition, the assessment plans of academic departments and non-academic units that attend to student learning and development are available to the campus and to the public on the Assessment Committee website. For more information, please visit: <https://www1.und.edu/research/institutional-research/assessment/index.cfm>*

**Summary:** During 2018-2019 the University Assessment Committee fulfilled its purpose, function and responsibilities including a review academic and non-academic assessment activities, and a review of templates for assessment reviews.

Respectfully Submitted,

Deborah Worley  
University Assessment Committee

October 2, 2019