

University Assessment Council  
November 3, 2009

Minutes

1. Attendance

Attending: Jane Akers, Virginia Anderson, Lillian Carter, John Egger, Kalie Ellis, Margaret Faulkner, Kerri Goodwin, Teri Hall, Marion Hughes, Ray Lorion, Patricia MacDonald, Lonnie McNew, Jane Neapolitan, Michael O'Pecko, Larry Shirley, Ocie Watson-Thompson, Aileen Trainer.

Excused: Sheila Green, Catherine Horta-Hayden

2. Minutes from October 6, 2009

Corrected and approved.

3. Dr. Trainer: Introduction of Dr. Aileen Trainer, Assistant Vice President for Assessment.

4. Development of Institutional Assessment Plan

Dr. Trainer is working to pull together data from Towson's Middle States report, and additional information on academic and operational activities in order to develop an overall assessment plan for the university. She discussed using a centralized resource, such as Sharepoint, for assessment data so that all units have access to information from other divisions. Data for all areas are included in the Middle States report but the data need to be systemized with a plan to act upon recommendations in the report.

The assessment plan needs to be incorporated into the university's strategic plan with linkages to the budget.

5. Role of Subcommittees

There was discussion of whether the University Assessment Council is the action body or whether action takes place at the subcommittee level who report to the Council and receive feedback. The Council then presents recommendations to the University Senate. Chairs for each subcommittee should be selected from members of the Council. It was recommended that the Council ask the Provost or Senate to review the charge for the Council. The Council stressed that assessment needs to be based on student learning outcomes and that there was not enough in TU's 2010 plan on learning outcomes. The university needs to develop a plan for centralized assessment for continuous improvement targeted to learning outcomes.

6. Subcommittee Reports

- a. Middle States Steering Committee met in September, completed their report and submitted it to the Provost. The Provost thought that the tone of the report was somewhat negative while the committee wanted to be honest about areas of need. The Committee is collecting all supporting documents.
- b. The mission and goals of the General Education Subcommittee were ready for approval by the Senate. There was also discussion of the roles of this and other committees, such as the Curriculum Committee and the committee formed to revise the general education curriculum. The Assessment Council needs to identify and provide assessment procedures to these committees.

7. Next meeting: February 2, 2010, 1-2 p.m., room TBA.

Respectfully submitted,

Patty MacDonald  
Secretary, UAC