

# Program Review and Assessment Committee Meeting Minutes

Thursday, September 4, 2008

UL 1126

1:30-3:00

## MINUTES –

Members Present: R. Aaron, W. Agbor-Baiyee, H. Akay, P. Altenburger, S. Baker, T. Banta, D. Bell, K. Black, D. Boland, C. Borgmann, P. Boruff-Jones, W. Crabtree, D. Dunn, Y. Fu, M. Hansen, K. Hoffmann-Longtin, J. Johnson, K. Johnson, F. Joyner, S. Kahn, V. Majewski, C. McDaniel, A. McNelis, H. Mzumara, J. Orr, G. Pike, I. Queiro-Tajalli, L. Riolo, E. Rubens, K. Schilling, J. Singh, J. Smith, K. Steinberg, M. Urtel, R. Vertner, K. Wendeln, K. Willis, M. Wokeck, N. Young.

1. **Approval of the May Minutes**
  - a. Unanimously.
  
2. **Introduction to the new members and continuing members**
  - a. J. Smith offered an overview of PRAC and explained how members, whatever their roles (faculty, staff, administrator, and so on), could serve the committee.
  
3. **North Central Accreditation 2012**
  - a. T. Banta contextualized what the campus (and this membership) should be looking toward in anticipation of the 2012 visit. She offered a history (starting at 1992) of assessment at IUPUI, including details on the campus climate for and practices of assessment. In particular, Banta highlighted the following:
    - i. The PULs were envisioned by their developers as the basis for general education at IUPUI.
    - ii. Assessment of student learning should be linked to the PULs.
    - iii. Given the comprehensive nature of IUPUI and the wide variety of academic units, the PULs represent a way of unifying campus teaching and learning activities.
    - iv. A 2012 committee has been formed to lead the campus accreditation effort and bring cohesiveness to the various related initiatives; these include, but are not limited to: RISE, Faculty Council, Undergraduate Curriculum Advisory Committee, Academic Policies and Procedures Committee, and Academic Affairs.
    - v. Conceptually, the campus organizes assessment around three benchmarks: (1) Freshman seminars; (2) Gateway courses; and (3) Capstone courses.
    - vi. New degree proposals should say how the PULs will be included in the curriculum.

- vii.* P. Boruff-Jones asked whether our regional accrediting association, the Higher Learning Commission of the North Central Association, expects students to acquire information literacy. Banta responded that other regional accreditors include specific learning outcomes in their guidelines, but that the commission does not.
- viii.* Boruff-Jones offered to send to the membership an early version of a document focused on information literacy that librarians have developed.

4. ***Small group discussion – agenda building***

- a.* The membership self-selected into small groups, each with a timekeeper, recorder, speaker, and facilitator, to consider the following four questions:
  - i.* Describe the most pressing needs in assessment in your school or unit.
  - ii.* Discuss an area of strength in assessment in your school or unit.
  - iii.* Discuss your role in sharing information with faculty/staff in your school/unit.
  - iv.* List the supports and barriers to effective assessment at IUPUI.
- b.* The breakout session lasted 33 minutes. The responses will be compiled, sorted, analyzed, and reported at the next meeting.

5. ***Reminder*** - all PRAC meetings will be held in UL 1126 from 1:30 – 3:00pm.

6. ***Agenda building***

The following points were noted:

- a.* What are the appropriate data to be collected in the name of PRAC?
- b.* PULs are relevant for undergraduate learning, but not as relevant to graduate programs. How do graduate programs fit into PRAC?
- c.* We need to examine the new working groups and subcommittees from last year, then clearly define how they differ, keeping in mind that PRAC meetings this year will be oriented to working groups.
- d.* Maybe we should gauge our current readiness before we move forward with PUL assessment. Some units have done little work with the PULs or with assessment and have minimal baseline data. In addition, we may need to address issues of basic buy-in before we discuss detailed methods for assessing each PUL. Too much emphasis on PUL practice may be premature.
- e.* There should be clear action items for each meeting, or, at least, a goal or theme for the agenda so that expected meeting outcomes are evident.

7. ***Looking Ahead***

- a. Banta will circulate information to new members about an orientation to assessment at IUPUI.

\*\* The meeting was adjourned at 3:03 p.m

\*\* Next meeting October 9, 2008.

Respectfully submitted by M. Urtel, Vice-Chair, PRAC.