

Program Review and Assessment Committee
February 10, 2011, 1:30 – 3: 00 p.m., UL 1126
Minutes

1. **Present:** R. Aaron, W. Agbor-Baiyee, K. Alfrey (Chair), D. Appleby, E. Ardemagni, S. Baker, T. Banta, D. Bell, R. Bennett, J. Defazio, S. Graunke, B. Gushrowski, M. Hansen, L. Houser, M. Irwin, S. Kahn, J. Lee, H. Mzumara, J. Paine, J. Phillips, G. Pike, J. Price, S. Rice, I. Ritchie, S. Scott, J. Singh, J. Smith, K. Steinberg, C. Toledo, M. Urtel, R. Vertner, K. Wendeln, K. Wills, N. Young

2. **January Meeting Minutes:** approved

3. **Updates**
 - 2012 Committee (T. Banta)
 - o The new monthly newsletter is ready to distribute; copies will be sent to PRAC members.
 - o Three town-hall meetings have been scheduled in late March and mid-April to provide an overview of the HLC criteria and an opportunity for discussion.
 - 2010 Performance Report (T. Banta)
 - o Banta announced publication of the 2010 IUPUI Performance Report and congratulated S. Kahn on an informative, well-designed report.
 - Task Force for Annual Report Review (K. Alfrey)
 - o Alfrey thanked those who had already volunteered to review annual PRAC reports. The subcommittee will convene in March, with each member to review between three and five reports and provide feedback.
 - o Those interested in serving should contact Alfrey or S. Kahn.

4. **Outcomes Assessment in Student Affairs** (R. Aaron)
 - R. Aaron described the year-long process within the Division of Student Life of systematically creating a division-wide set of learning outcomes, at this point based primarily on the Principles of Undergraduate Learning with eventual attention planned for the Principles of Graduate and Professional Learning. As academic programs have done, the Student Life staff have mapped each service or program to selected PULs and developed measures to assess learning accordingly.
 - Division staff developed a bank of assessment questions that can be adapted to various formats best suited to particular programs to provide consistency for cross-division reporting.
 - The goals are both to improve work of the Division units and to help students make connections between their learning in courses and co-curricular activities as well as to help students document that learning through portfolios, resumes, and journals.

5. **Using Pivot Tables** (S. Graunke)

- G. Pike introduced Steven Graunke, whose presentation explained how to take advantage of new IMIR pivot tables to manipulate PUL assessment data for various decision-making purposes.
- The tables can draw from all evaluation results, not only those for a single semester, and can provide top-level summary or break out results by department, course level, or course number as well as subsets (e.g., sorting courses by department).
- Members engaged in active discussion of differences in evaluating students at different levels. The outcomes data are not intended to assess “value added.”
- Pike indicated that IMIR staff are available to train faculty and staff in the schools to use these data themselves to generate customized reports.

6. Student Learning Outcomes

- T. Banta reminded members of the March 31 target date for all program learning objectives to be transmitted to the bulletin.
- Members divided into small groups for discussion of their draft documents and particular challenges they face.
- In the subsequent full-group discussion, members discussed the reason for separating undergraduate and graduate learning outcomes when so many aspects appear to overlap. B. Gushrowski pointed out that in most cases graduate learning outcomes do not need to be assessed at the course level, and J. Lee added that graduate programs’ more focused kind of study requires a different type of statement.
- Alfrey summarized that attention to student learning outcomes helps ground our thinking and communicating, but that we need to be cautious about becoming so focused on process that we lose sight of the results that these outcomes intend to convey.

7. Principles of Graduate Learning – tabled until next meeting

8. Announcements

- L. Houser reminded members of the February 25 deadline for PRAC grant proposals and asked members to encourage their faculty to apply.

9. Adjournment at 3:02 p.m.

Minutes recorded by S. Scott and respectfully submitted by M. Yard, Vice Chair