

Program Review and Assessment Committee
January 14, 2011, 2:00 – 3: 30 p.m., UL 1126
Minutes

1. **Present:** R. Aaron, W. Agbor-Baiyee, K. Alfrey (Chair), P. Altenburger, E. Ardemagni, T. Banta, D. Bell, K. Black, M. Brown, W. Crabtree, J. Defazio, C. Fitzpatrick, Y. Fu, B. Gushrowski, M. Hansen, K. Hart, B. Hayes, S. Hundley, K. Johnson, S. Kahn, J. Lee, H. Mzumara, J. Paine, D. Runshe, S. Scott, J. Singh, K. Steinberg, R. Stocker, C. Toledo, M. Urtel, R. Vertner, K. Wendeln, M. Yard (Vice-Chair), N. Young

2. **December Meeting Minutes:** approved

3. **Updates**
 - 2012 Committee (T. Banta)
 - o All criterion team co-chairs have been added to the committee
 - o Criterion teams are gathering data needed to prepare their reports.
 - o A new monthly newsletter will introduce the importance of regional accreditation and keep the campus community informed about progress. Two web sites (the general <http://nca.iupui.edu> and the Academic Affairs web site on the PULs at <http://academicaffairs.iupui.edu/plans/pul>) will provide further information. Three town-hall meetings are planned for this spring to provide an overview of each HLC criterion and an opportunity for discussion.
 - o IMIR is compiling Fall 2010 PUL assessment data, to be distributed shortly.
 - o Departmental work is well under way to complete program-level student learning outcomes, including those for graduate programs, to be completed in March.
 - Student Learning Outcomes
 - o K. Black reminded members to bring examples of SLOs to the February PRAC meeting for small-group discussions.
 - Success stories
 - o K. Alfrey asked for volunteers to share brief success stories at future meetings.
 - o An impromptu report from R. Vertner described how Kelley senior exit survey data revealed interest in a new supply chain major, which was developed; a complaint from evening students regarding lack of access to space for group work resulted in unlocking of computer space for evening meetings.
 - Task Force for Annual Report Review (K. Alfrey)
 - o The ad hoc group recommends that a standing subcommittee be established; the group hopes to provide members non-prescriptive guidance to help members include useful information in their PRAC reports and will be developing a general rubric for review in time to provide guidance in preparing next year's reports.
 - o K. Wendeln proposed that the group might suggest target benchmarks or lead future discussion of how schools can set reasonable goals.

4. Principles of Graduate Learning (group discussion)

- Members discussed how to promulgate the PGLs now that they have been approved and how they can be translated into action. There was some consensus that such work should be included in PRAC reports.
- The PRAC graduate subcommittee plans to discuss these questions further. Members asked the subcommittee to identify some ways of communicating and reporting and to forward those to the Graduate Office.

5. ePortfolio Update (S. Kahn and D. Runshe)

- After a brief overview of the ePortfolio initiative, S. Kahn highlighted two new capabilities of the software.
 - o The Reporting functionality captures results of evaluations (of an assignment, matrix cell, or other element) to generate an aggregate report across any of several dimensions, including the ability to dig more deeply from the report down to details by student.
 - o The Presentation Maker component generates a web-based showcase, using simple and familiar Oncourse process to prepare an academic website. This tool is already being piloted extensively in an English senior capstone and by University College as a new vehicle for student Personal Development Plans (PDPs) prepared during the First Year Seminar.
- D. Runshe demonstrated how each element works, generating a report in real time and building a simple web presentation using simple templates. An Introduction to Presentation Maker workshop on February 18 will provide opportunities for hands-on learning for those interested in knowing more.

6. Principles of Undergraduate Learning: tabled until the next meeting

7. Announcements

- T. Banta introduced Enrica Ardemagni, who will be filling in to help represent the School of Liberal Arts during M. Wokeck's sabbatical leave.
- T. Banta also noted that copies of several issues of Assessment Update were available and will be brought regularly to meetings in future.
- K. Black reminded members that PRAC Grant proposals are due in February.

8. Adjournment at 3:30 p.m.

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