

## Program Review and Assessment Committee Minutes

May Meeting 2016: Thursday, May 19, 1:15-2:45pm, CE 307

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Present: K. Alfrey, P. Altenburger, S. Baker, K. Black, L. Bozeman, S. Graunke, T. Hahn, M. Hansen, L. Houser, E. Huang, D. Jerolimov, C. Kacius, S. Kahn, M. Kolb, J. Lee, L. Maxwell, A. Mitchell, H. Mzumara, B. Orme, M. Pistilli, C. Schuck, S. Scott, K. Sheeler, J. Watson, S. Weeden, J. Williams, Susan Bradley (for Wanda Worley)

1. **Welcome and Approval of Minutes** – Jennifer Lee
  - Members were welcomed and a review of the agenda occurred.
  - A motion to approve the minutes was offered and seconded. The minutes were approved unanimously as circulated.
  
2. **Promising Practices in Assessment: "Assessment in the Writing Program at IUPUI"** – Scott Weeden, Dept. of English, School of Liberal Arts
  - Weeden began by providing a contextual background for the Writing Program in the English department.
  - Next, he explained how assessment is used by the Writing Program.
    - Three uses were offered: to evaluate student achievement within courses; through special projects to help the program to focus on particular aspects of teaching and student achievement; and to help students to place into first-level writing classes.
  - Finally, he identified what the Writing Program is learning from the assessment work it undertakes
    - A culture of sharing and collaboration is important to their process.
    - The culture along with the support structures in the program help faculty to be effective in their classes, to be consistent across sections, and to provide a positive experience for students.
    - Continued attention to consistency is warranted.
    - The focus on student work helps the program to assess where expectations are appropriate and where adjustments are needed.
  - For additional information, see the PowerPoint circulated after the meeting.
  
3. **General Education Course Assessment Status Update** — Stephen Hundley, Division of Undergraduate Education (in absentia)
  - The review of Core 30 courses will be delayed for various reasons, including preparing the AMS system and its assessment feature.
  
4. **Discussion:** Future support for assessment needed by units from non-tuition generating offices — All

- Jennifer Lee asked the group to send information on how non-academic units can help support academic units with assessment.
5. **Announcements:** A motion was offered to fund a proposal to look at how students are trained in ethics in programs in the School of Health and Rehabilitation Sciences. A vote was taken. The proposal passed unanimously.
- Because of Trudy's retirement, all PRAC reports will be due Oct. 1, and they need to be sent to Linda Durr.
  - Fall semester meeting dates will be announced in August.
6. **Adjournment:**
- A motion was offered to adjourn and it was seconded. Adjournment occurred at 2:45 PM.

Respectfully submitted by Scott Weeden  
May 26, 2016