

# Program Review and Assessment Committee

Thursday, May 11, 2023

1:30 – 3:00pm

## Meeting Minutes and [Video Recording](#)

Prepared by Pamela Morris

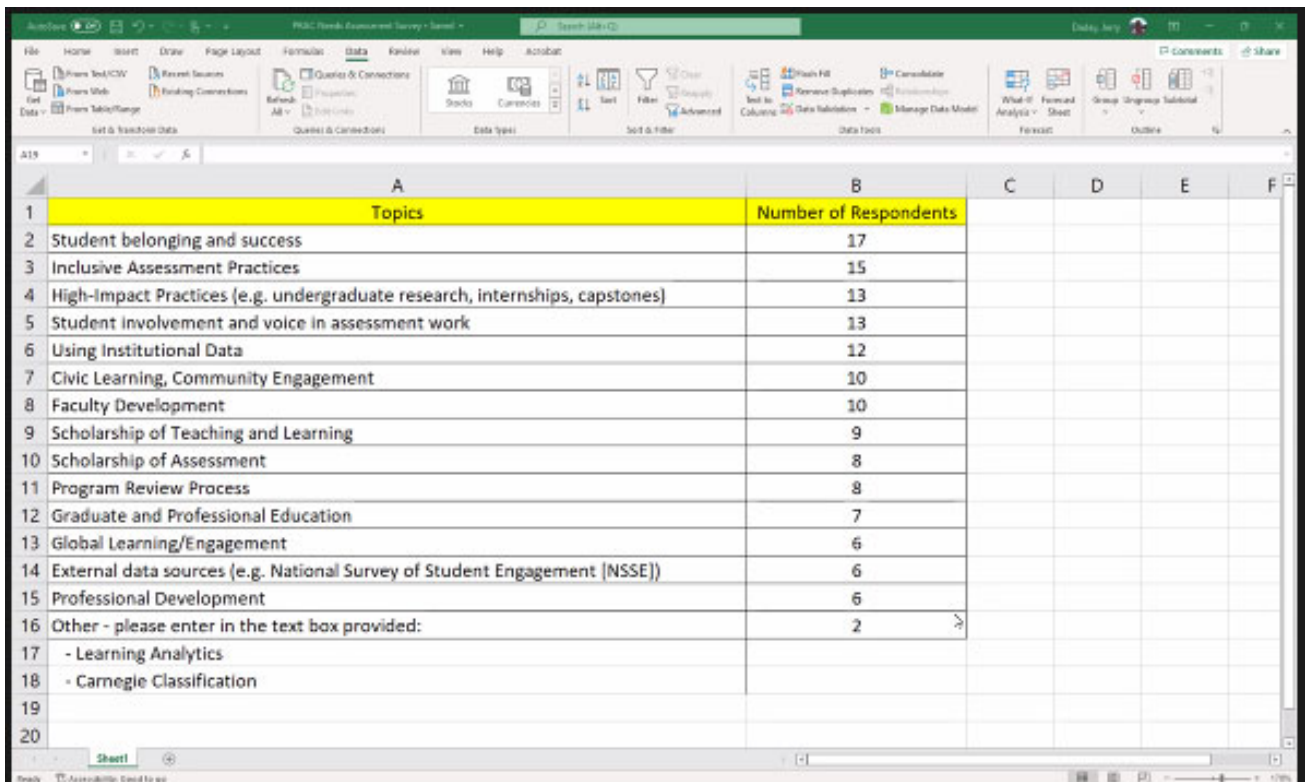
Attendees: Karen Alfrey, Kristin Bassett, Nicholas Brehl, Camy Broecker, Jerry Daday, Julie Davis, Lisa DesNoyers, Anita Giddings, Steven Graunke, Ray Haberski, Tom Hahn, John Hassell, Linda Houser, Robbie Janik, Caleb Keith, David Kondrat, Katharine Macy, Cliff Marsiglio, Pamela Morris, Kristy Sheeler, Teresa Sosa, Elizabeth Wager, Maria Walker, David Zahl

1. Welcome, review, and approve April 2023 meeting minutes (5 minutes) – Jerry Daday, PRAC Chair

Welcome from Jerry as his last meeting as chair. The April meeting minutes were approved unanimously without comment.

2. Needs assessment for PRAC 2023–2024 (15 minutes) – Jerry Daday

Survey was used to gather information about how to structure meetings for next year. Data through 1 pm today presented (24 respondents):



Topics	Number of Respondents
Student belonging and success	17
Inclusive Assessment Practices	15
High-Impact Practices (e.g. undergraduate research, internships, capstones)	13
Student involvement and voice in assessment work	13
Using Institutional Data	12
Civic Learning, Community Engagement	10
Faculty Development	10
Scholarship of Teaching and Learning	9
Scholarship of Assessment	8
Program Review Process	8
Graduate and Professional Education	7
Global Learning/Engagement	6
External data sources (e.g. National Survey of Student Engagement [NSSE])	6
Professional Development	6
Other - please enter in the text box provided:	2
- Learning Analytics	
- Carnegie Classification	

In particular, the Carnegie classification is important because IUPUI is preparing the 2024 application for the Carnegie Foundation's Elective Classification for Community Engagement. We are interested in potential speakers for these and other topics – did not get a lot of speakers given in the survey. Additional contributions from attendees:

- Pamela Morris: Using AI for learning outcomes and rubrics/assessment
- Karen Alfrey: can AI be used to help us pull data we need for assessment
- Pamela Morris Addition: re-connect with UAC and Gen Ed Assessment
- Steve Graunke said he put in Learning Analytics and spoke about tools embedded in Canvas (potential speaker: George Rehrey)
  - Information on Learning Analytics Summit:  
<https://lasummit.indiana.edu/index.html>
- Ray Haberski: PRAC report alignment with badging and micro-credentialling esp. with external entities
- Lisa DesNoyers: current project looking at in-transfers of the above (possible sharing on a future PRAC agenda)
- Jerry – undergraduate research assessment
- Ray Haberski: Bridge to second year – how can we use first-semester assessments to help students in the next 18 months
- Elizabeth Wager: Developing strong rubrics for assessment of program-level and Profile outcomes using ePortfolio may be a good "workshop"/presentation for next year.

### 3. Discussion about structure and subcommittees for next year (20 minutes) – Jerry Daday

We have three existing subcommittees (Experiential and Applied Learning Record, PRAC Grants, and Reporting and Recognition). PRAC members have proposed two additional subcommittees (Graduate and Professional Education and Equity and Inclusive Assessment [perhaps with two working groups, one focused on students and one on faculty and staff])

Once we know the composition of PRAC for next year, we will invite folks to express interest in and join these.

Brief review of each current subcommittee was given by each chair.

- (1) Record: Tom Hahn. Meet about 2x per year. This subcommittee is responsible for reviewing submitted requests for new experiences to be added to the IUPUI Experiential and Applied Learning Record (the Record). Determining eligibility for inclusion of these learning experiences on the Record requires our assessment of appropriate integration of knowledge, reflection activities, and relevant learning outcome(s) assessment as submitted by the requesting unit. Additionally, this subcommittee assumes the role of soliciting submissions by campus offices with eligible experiential and applied learning experiences.
- (2) Reporting: Karen Alfrey. The main work of this subcommittee will continue to include reading and reviewing annual assessment reports and offering feedback to units about their reports. The purpose of these reviews is to provide collegial support for advancing assessment and improvement practices, identify exemplary reports and practices that other units can consult for guidance, and ensure the reports collectively present a clear picture of student learning outcomes assessment at IUPUI, including how assessment results are used to guide improvement. The goal is to provide

collegial feedback. A new rubric was used this year that highlighted both strengths and areas for improvement. Since the committee has been giving feedback, they have seen a better alignment and use for other campus purposes

- (3) Grants: Linda Houser. This subcommittee is responsible for reviewing proposals for PRAC Grants and making recommendations to the full committee. The subcommittee is also responsible for recommending guidelines for the review of grants. The committee members are sent 6–8 proposals electronically one to two times per year for review using an established rubric. This occurs in October and/or February. All reviews are completed individually and returned to the chair electronically.
  - (4) New subcommittees would need to set goals when they start up. For example, they might help us find speakers and discussion questions – more time spent on planning this.
4. Report out from PRAC Reporting and Recognition Subcommittee (10 minutes) – Karen Alfrey and Caleb Keith
- Major themes (Caleb)
    - Committee says it is a good learning experience to participate, to see the work being done in other units
    - Not all of the reports align to the guidelines and rubrics.
    - Plan to revise and pare down the guidelines to make it easier to write reports
    - Units have cycles – for evaluating various parts of programs
    - E-portfolios in a number of reports, and other high impact practices too (Not required but a good connection to authentic and meaningful assessment, can be useful and a time-saver for some; a burden to others – where is the sweet spot)
    - Record was not mentioned as much as it was in the past.
    - Some included faculty reflections about assessment (more than just the portfolio preparer)
    - Discussion about DEI in assessment in reports is increasing
      - Often driven by program accreditation standards
    - TOC and headings in reports are very helpful for readers/reviewers
    - Helpful to include ‘boilerplate’ information about program, esp. if there are other accreditation standards for that program and how these affect program assessment. Mapping these to profiles, etc. is important.
    - Need a better explanation of how their assessment process works for a program, clear connections among elements. Especially in later steps of the process, linkages are weaker.
    - Need more than reporting of data, but meta-analysis of making sense of it, what does it mean in terms of improvement and change
    - Be sure to circle back to improvements proposed in the prior report(s) – how did they work.
    - Improvements in assessment processes is valuable too
  - a. Potential revisions to guidelines
    - i. Remove COVID prompt
    - ii. Addition of a request to discuss the implication of Vision 2024 realignment, as applicable
    - iii. Where is linkage to other kinds of assessment

- iv. Considering guidelines, or language, for graduate/professional programs that may differ from undergraduate programs
- b. Being sure guidelines get to the people writing the reports – help from PRAC members

Sideline: Jerry mentioned Debbie Oesch-Minor and Rachel Swinford in IEL’s e-Portfolio area created a new showcase: <https://eportfolio.iupui.edu/showcase/index.html>

## 5. Update on refresh of program review (10 minutes) – Caleb Keith

Enduring purposes of program reviews:

- Centrally-sponsored improvement oriented process
- Reflective & regenerative for departments, programs, and units
- Feedback from trusted colleagues as well as external parties/partners
- Quality Assurance – commitment to HLC

Program review is explicitly mentioned in the IUI 2030 Strategic Plan, under the metrics for Goal 2 of the Student Success and Opportunity pillar – “Ensure degree programs are aligned and continually updated by 2030 as a part of the program review cycle for quality and viability.”

As such, this provides an excellent opportunity to—by 2030—update and align our academic programs, research centers and institutes, and student-facing resources and services to ensure their ongoing quality and viability. This will be accomplished, in part, through the judicious use of our centrally-sponsored program review process, which has been a hallmark of our culture of evidence-informed improvement since 1993. Our goal is to refresh the program review framework and schedule to support IUI 2030’s goals, objectives, and metrics.

To this end, Caleb is engaging in a “tour” of meetings with Deans and unit leaders this summer to get input regarding how program review will be used in units in coming years. Following these meetings, Caleb will provide updates and additional information during the Council of Deans’ retreat in August, as well as in PRAC meetings throughout academic year 2023-2024.

Additionally, as reported in previous meetings, to acknowledge the work done to fulfill specialized accreditation requirements, programs with a specialized accreditation may substitute that process for the purpose of the IUPUI Program Review. There will be a “wraparound” executive summary submitted by program principals that would summarize the accreditation process and highlight connection with campus- and unit-level priorities, including learning outcomes (the Profiles and PGPLs) and the 2030 strategic plan.

## 6. Endorsement of Pamela Morris as Chair-Elect for PRAC 2023–2024 (5 minutes) – Jerry Daday

Sonia Ninon will become Chair next year after having served as vice-chair this year. As folks likely know, she is the Director of Research, Planning and DEI Evaluation in the IUPUI Division of Diversity, Equity & Inclusion, in collaboration with IUPUI’s Office of

Analysis and Institutional Effectiveness (formerly, Institutional Research and Decision Support—IRDS). She had formerly served in the Division of Student Affairs.

Jerry announced that Pamela Morris, Associate Professor of Communication Studies at IUPUC, will be the new vice-chair.

7. 2023 Assessment Institute (5 minutes) – Caleb Keith

PRAC members get a non-transferable complimentary registration to attend the Assessment Institute. However, we will send information in early fall once PRAC members have been designated or confirmed by deans and unit leaders. As such, do not register yet.

8. Announcements and Adjournment (5 minutes) – Jerry Daday

Please let your deans know if you want to continue on PRAC.

Retirement announcement for Scott Weeden!

**Future PRAC Meeting Dates** – All meetings will be held from 1:30 to 3:00 p.m. via Zoom

Thursday, September 14, 2023

October 2023 – NO Meeting – PRAC members invited to attend Assessment Institute

Thursday, November 16, 2023

Thursday, December 14, 2023

Thursday, January 18, 2024

Thursday, February 15, 2024

Thursday, March 21, 2024

Thursday, April 18, 2024

Thursday, May 16, 2024