

**Assessment Coordination Committee
on Educational Programs and Student Learning**

**Report to the Assessment Oversight Committee
November 16, 2016**

The Assessment Coordination Committee on Educational Program and Student Learning met on Wednesday, November 16, 2016 in the Chancellors' Conference Room, Administration Building 328, at 2:00 p.m. Members present included Lionel Crews, Ross Dickens, Patty Flowers, Stephanie Kolitsch, Renee LaFleur, Desiree McCullough, Sam Richardson, Cynthia West, Janet Wilbert, and Todd Winters.

The Committee began by approving the report from the April 18, 2016 meeting.

The Committee then focused on the academic program reports that were submitted in May, 2016, and the consequent feedback given on those reports. Committee members made the following observations:

- The small number of students enrolled in courses or the small number of majors is an issue for some programs.
- Members were pleased that goals that had not been met were critically analyzed and that programs had identified ways to address these goals.
- Similarly, goals that were easily met usually were addressed by raising benchmarks.
- Overall, the reports have improved. The use of a common form has helped.
- Some programs included a short abstract at the beginning of their report. Such abstracts were helpful in understanding the rationales for the data and conclusions that followed.

Committee members asked that the SACS coordinator and assessment coordinator periodically send out reminders to collect data before the end of each semester.

When setting the university's annual assessment calendar, it was unclear when reports from the Student Success Center were due. Janet Wilbert suggested that the SSC reports be due annually on December 15 to coincide with reports from the Office of Student Engagement.

The Committee then turned its attention to the creation of unit-level assessment guidebooks. Patty Flowers presented a template that incorporates aspects of the Degree Qualifications Profile and various high-impact practices that could be used to develop academic department-level assessment guides. The Committee agreed that this was a good idea for departments and suggested that the template include specific examples of high-impact practices since not all faculty will be familiar with that terminology.

The Committee also discussed the possibility of expanding the repository of training materials and documents and using the new Canvas software as an option for providing these resources. The Committee advocated using the existing website and Sharepoint site exclusively for the time being.

The Committee then discussed details for the assessment workshop to be held in January 2017. Members agreed that, pending the results of the SACSCOC decision on December 6, it was reasonable to provide a half-day workshop for faculty that introduced the template for assessment guidebooks, reviewed DQP mapping, discussed the Gallup-Purdue results and their tie to high-impact practices, and provided information on preparations for the SACSCOC Fifth Year Interim Report. The Committee also agreed that it would be appropriate to ask Dr. Carver to address the audience and discuss his expectations for assessment and accreditation. The Committee suggested that we try to schedule the January workshop for January 9, 2017.

Finally, the Committee discussed options for the May Assessment Day event. Overall, members were supportive of using the event as a way to generate positive publicity for UT Martin by inviting legislators, school superintendents and supervisors of instruction, members of advisory boards, alumni, and others to attend. The Committee suggested inviting dignitaries such as Senator Stephens or some of the area superintendents to serve as independent judges for the poster entries. The Committee also suggested tying the title for the event to the current UT Martin marketing campaign by using a title such as “Flight Patterns” or “Flight Paths” for the event. Details for the event will be finalized early in the Spring semester.

The meeting adjourned at 3:10 p.m.