

**University Assessment Council
Minutes of the October 5, 2010 Meeting**

Present: Meredith Bryk (for Ellen Byrne), Laurie Carter, Anne Chandler, Jan Chlebowski, Delores Dungee-Anderson, Herschell Emery, Vennie Filippas, Kim Isringhausen, Kathy Kreutzer, James Mays, Paul Mazmanian, Susan McKelvey, Carolyn Norman, Sherry Sandkam, Veronica Shuford, Gaurav Gupta, Kathy Ingram, Scott Oates.

Minutes from September 7, 2010

- After a correction was made to the list of attendees, the minutes were approved.

Announcements (Scott Oates)

- New Council member: Kris Byrd. Scott announced that Kris is joining the Council. She is a faculty member in the Focused Inquiry program and chair of the program's assessment committee.
- WEAVE workshops will be offered, as follows:

WEAVE Workshops DATE	TIME	LOCATION
M 10/18	9:00-10:30	Cabell 320
T 10/19	2:00-3:30	Sanger B1
W 10/27	9:30-11:00	Sanger B1
R 10/28	3:00-4:30	Cabell 320

- Webinars (notify Scott if you want registration information):
 - ❑ NSSE Webinar: "Beginning to Look Within: NSSE Reports by Major Field" (10/5; 3-4 p.m.)
 - ❑ American Council on Education (ACE): Common Assessments Based on Common Core Standards (10/7; 2-3 p.m.). [Scott noted that this webinar is relevant for undergraduate education. This ACE initiative is intended to develop a set of standards for what public school students are expected to have learned by grade 12.]

Mission Statement: Draft and Explore

- Scott distributed a working draft of the mission statement for the University Assessment Council (see below). Council members divided into three discussion groups and completed a grid containing cells for each of the underlined words/phrases from the draft statement. The groups populated the cells with clarifying, concrete language about what each term should/does look like, and then reported their ideas to the large group. Scott stated that this exercise is a springboard for developing the Council's mission statement.

The University Assessment Council serves VCU's academic units by providing leadership and support to develop and to carry out plans for assessing student learning that are useful, meaningful, and sustainable.

Director's Comments: *Thoughts about a Strategic and Comprehensive Plan for Assessing Student Learning at VCU*

- Scott distributed a draft, *Notes Toward a Strategic Plan for Assessment*, for future discussion.
- Ideas that emerged during a brief discussion:
 - ❑ Consider how to engage faculty in assessing student learning outcomes without over-extending themselves. Do individual units have flexibility to address this issue in faculty roles and rewards?
 - ❑ In clarifying the mission of the University Assessment Council and developing a strategic plan for assessment of student learning at VCU, sort out how the Council's mission and responsibilities differ from those of the Office of Assessment.

Good & Welfare

- QEP Plans for College/Schools: Scott noted earlier in the meeting that the Deans were told in August that each college/school needs to develop by December 2010 a Quality Enhancement Plan discussing goals for increasing student engagement. In response to questions and comments from Council members, Scott agreed to seek additional information and guidance about this initiative to pass along to the Council.

**Next Council Meeting:
TUESDAY, NOVEMBER 2
HARRIS HALL 5182**