



University Assessment Committee (UAC)

Minutes of Meeting #5 – 01/25/21

- 1- **Approval of Minutes 12/07/20.**
 - JN calls for Approval of Minutes of 12/07/20.
 - NT Motions for a Vote to approve Minutes.
 - KN Seconds
 - **Minutes approved by a vote of 6-0**

- 2- **Report on Email Vote of Changes to the University Assessment Committee Charge**

JN reports that these changes were approved.

- 3- **Update on Panel participation:**
 - Panel 1:** University-Wide Assessment Practices / Carisa Davis, J. Nevárez
 - Panel 2:** Using Assessment Results for Continuous Improvement and Innovation / Josephine Norward, Rafael Inoa
 - Panel 3:** Diversity, Equity and Inclusion Based Assessment / Nidhi Thakur, Kikombo Ngoy
 - DB volunteered to serve on Panel 3.
 - These three panels are approved to present. Format will more than likely be digital, such as Zoom. MA offered to be on each panel to assist with any technical or other UAO questions. JN suggested that perhaps MA could likewise moderate, if that was agreeable to all panel members.
 - MA requested that a brief descriptive text for each panel be received to assist in the promotion of the event. JN will supply this to each presenter on each panel for feedback this coming week.

- 4- **Mukul Ankara Presentation of Background Information re: Assessment Management System Vendors**

- 5- **Confirmation of Assessment Management System Vendors presentations for the Monday, February 22, 2021 UAC meeting.**
 - MA thought that given the number of potential AMS vendors, it might not be the best use of the Committee's time.
 - JN suggested perhaps if vendors have 5-minute videos that could be shared with the Committee, and then perhaps a short list of one or more could be invited to present to the Committee. Committee thought this a good idea.

- 6- **Update on Workshop for Data Extraction Using Blackboard – Mukul Ankara**
 - MA advised that the personnel to perform the Workshop are not yet in place and thus there is a small delay. MA will advise by next meeting as to when this will be feasible.



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- 7- **Working Group: Culminating Event / Development of Workshop/Event showcasing Assessment Best Practices, Date Recommendation and Content – Volunteers (May?)**
- After some discussion the Committee agreed that the Panels would act as the culminating events. And thus, this will be the working mode for the Spring.
 - After some discussion JN asked if MA would perhaps make a preselection for an Award of an Assessment Report. MA declined, feeling it was not the proper role for him vis-à-vis the Committee and considering that there are approx. 160 individual assessment reports. He did offer that there was a FA20 Assessment Report Rubric that he can share that might offer guidance.
 - CK suggested perhaps selecting 5 reports at random for acknowledgement and recognition, rather than “awards”. Committee agreed that this was a preferred idea.
 - JNorwood suggested perhaps waiting until FA21 to do the recognition; thus having rubric results for the entire year and Final Reports to access as well over the Summer. The Committee too, agreed that this was a preferred idea.
- 8- **Update on “Assessment of Assessment:” Tentative date for the preparation of assessment sampling university-wide by Mukul Ankara and tentative date for its evaluation by UAC members. (April?)**
- This item was not addressed due to a lack of time within the allotted meeting and will be addressed at the next scheduled UAC Meeting.

Discussion of Timeline for Committee Tasks – Pending Issues.

Current list of Committee Tasks is below:

1. How to support assessment activities in each program (November?)
2. How to provide recognition of Assessment efforts by each program and program coordinator (December?)
3. Culminating event to recognize assessment products and utilization (Jan-May?)
4. Assessment plan and report rubric: OAA has started using the Academic Program Annual Assessment Plan & Report Rubric to provide feedback on the plan. Could we try to find out how useful that has been and also gather feedback on the use of the rubric to provide feedback on the plan. Request: Could the committee review the report portion of the rubric? If needed, we could also use some of last year’s reports to test the rubric.
5. Assessment of the assessment process to make it more useful and effective
6. Offering professional development workshops on and around assessment such as developing SLOs, identifying direct and indirect measures, developing rubrics, engaging all faculty in the assessment process, program review process, closing the loop, evidence based resource requests, etc.



7. Subcommittee to mine data from database created by Mukul Ankara based on student evaluations university-wide.
8. Recommend an assessment management system for Kean which can be used including for the following (some providers: AEFIS, Xitracs, Nuventive, Watermark, Weave)
 - Strategic plan and goals achievement tracking and reporting,
 - Kean SLO measures tracking and reporting with the drill down option on different levels (University to course section)

8- Adjournment

-Meeting adjourned at 4:27PM.

Next meetings:

Monday, February 22

Monday, March 15

Monday, April 12



University Assessment Committee Attendance

01/25/21

<u>College</u>	<u>Name</u>	<u>Attendance</u>
HSS		
HSS	Julia Nevarez (Chair)	X
Education	Rafael Inoa	NO
Education		
NAHS	Kikombo Ngoy	X
NAHS		
CLA	Nidhi Thakur	X
CLA	Julie Harris	NO
NJCSTM	Carissa Davis	X
NJCSTM		
M. Graves College	Craig Konyk (Sec.)	X
M. Graves College		
CBPM	Sucheta Ahlawat	NO
CBPM		
NW Grad. College	Josephine Norward	X
NW Grad. College		
Professional Staff		
Professional Staff		
Professional Staff		
	Mukul Acharya (OAA Rep)	X
<u>Non-Voting</u>	David Barber (KFT Rep)	X
	(Senate Rep.)	
	(Executive Director, General Studies)	
	(Library)	