

**Program Review and Assessment Committee**  
**May 11, 2012, 1:30 – 3:00 p.m., UL 1126**  
**Minutes**

**Present:** K. Wills (Vice-Chair), K. Alfrey, P. Altenburger, E. Ardemagni, K. Black, A. Cecil, J. Defazio, M. Ferguson, C. Fitzpatrick, B. Gushrowski, B. Hayes, C. Hayes, S. Hendricks, M. Irwin, S. Kahn, B. Krohn, J. Lee, E. Metzler, C. Morton, B. Neal-Beliveau, J. Paine, J. Plaskoff, T. Ribera, S. Scott, S. Siddiki, J. Singh, C. Smith, A. Teemant, C. Toledo, M. Urtel, K. Wendeln, D. Winikates, N. Young

**1. April Meeting Minutes:** approved unanimously as circulated.

**2. Updates**

- C. Hayes introduced Tony Ribera as a new PRAC member from the School of Medicine, focusing on undergraduate programs. J. Plaskoff introduced Eric Metzler as a new PRAC member from the Kelley School of Business, based in Bloomington but at IUPUI one day per week.
- S. Kahn reported that authors of the reaccreditation-reaffirmation self study report are concluding revisions of their chapters based on feedback from the Town Hall meetings. The report introduction is almost complete, and the near-final draft has been promised to our Higher Learning Commission staff liaison by June 5. Further editing will occur over the summer, along with work already begun by staff from University Library, UITS, and IMIR to prepare online and on-site documentation for the visiting team.

**3. PRAC Grant Reports**

- Crystal Hill Morton reported on a PRAC grant to the School of Education focused on a qualitative analysis of how African American female pre-service teachers talk about engagement. The context for the study was a 300-level course in mathematics education and included review of engagement with elementary-school students, parents, and school administrators based on a class engagement project and the Benchmark II self-assessment. Three themes emerged: (1) valuing of self and others; (2) responsibility of other; and (3) understanding through and with the other. The study defined “other” in three contexts: (1) their university cohort and professors; (2) field placement school and community; and (3) students, teachers, parents, and administrators. The project report, available on the PAII/PRAC web site at <http://www.planning.iupui.edu/376.html>, describes the nuanced understanding derived from the qualitative analysis. Morton stated that the study was beneficial in understanding perceptions of these students, who grew in their understanding of their responsibility to challenge their own and others’ stereotyping of minorities so that all can grow in their ability to be effective engagers and collaborators.
- Amanda Cecil and Brian Krohn from the Department of Tourism, Convention, and Event Management described results of their PRAC grant to review the TCEM curriculum and make improvements suggested by the department’s program review conducted in 2007. The grant engaged department faculty in pulling together results from multiple discrete

surveys and in conducting numerous focus groups with industry advisors and students about core competencies needed in the field. Faculty then examined the Principles of Undergraduate Learning, course syllabi, and assessment results to create a complex grid of attention to levels of mastery across all courses in the program. This process revealed numerous overlaps and several gaps, which were confirmed through subsequent surveys of internship supervisors, students, and alumni. Cecil and Krohn then triangulated all the data to sort areas of significance and worked with the Industrial Advisory Board to develop priorities. The project report included recommendations for follow up by the departmental Curriculum Committee. The work was also factored into the school's strategic visioning process that led, among other outcomes, to a decision to emphasize event tourism as a program strength of the baccalaureate degree in Tourism, Convention, and Event Management. The full report is available online at <http://www.planning.iupui.edu/376.html>.

#### **4. PRAC Annual Report Reviews and Discussion**

- S. Kahn reviewed the process used by the Report Review Subcommittee for 2010-11 reports and her summary remarks from the March PRAC meeting (see March minutes soon to be online at <http://www.planning.iupui.edu/63.html#12>). She added that as a group, the reports were improved over the reports from previous years.
- With regard to preparing 2011-12 reports, Kahn reminded members not to lose sight of improvement as the underlying purpose of assessment; stating that a set of benchmarks has been met does not indicate intent to improve. She also reiterated how helpful it is to readers to know about any cycles in coverage that a school may be using (e.g., rotation of departments or degree programs over three years). Report authors can include relevant web links rather than listing all program learning outcomes for all programs every year. She mentioned again that authors might look at the 2010-11 reports from Nursing, SLIS, and Kelley as examples of differing approaches that are equally effective.
- In a brief discussion of the value of these peer reviews, M. Irwin noted that it is helpful simply to have some attention paid to the reports. K. Wendeln noted that the instructions might be reframed to emphasize improvement rather than compliance with an accreditation need. A key challenge for everyone is to connect "assessment" to what faculty care about.

#### **5. Old Business**

- K. Wills called for updates from the various PRAC subcommittees.
- J. Plaskoff reported that the Advanced Practitioners Subcommittee has met monthly over the year for topical discussions and sharing of current projects. They also prepared the assessment glossary shared at an earlier meeting by M. Hansen and an information package for deans.
- C. Hayes noted that the Grants Committee will have about three more grant project reports on PRAC meeting agendas next fall.

**6. New Business**

- Subcommittees gathered for end-of-year discussions.

**7. Adjournment at 3:00 p.m.**

Minutes recorded by S. Scott and respectfully submitted by K. Wills, 2012 Vice Chair