Program Review and Assessment Committee Minutes

May Meeting 2016: Thursday, May 19, 1:15-2:45pm, CE 307


1. Welcome and Approval of Minutes – Jennifer Lee
   - Members were welcomed and a review of the agenda occurred.
   - A motion to approve the minutes was offered and seconded. The minutes were approved unanimously as circulated.

2. Promising Practices in Assessment: "Assessment in the Writing Program at IUPUI" – Scott Weeden, Dept. of English, School of Liberal Arts
   - Weeden began by providing a contextual background for the Writing Program in the English department.
   - Next, he explained how assessment is used by the Writing Program.
     - Three uses were offered: to evaluate student achievement within courses; through special projects to help the program to focus on particular aspects of teaching and student achievement; and to help students to place into first-level writing classes.
   - Finally, he identified what the Writing Program is learning from the assessment work it undertakes
     - A culture of sharing and collaboration is important to their process.
     - The culture along with the support structures in the program help faculty to be effective in their classes, to be consistent across sections, and to provide a positive experience for students.
     - Continued attention to consistency is warranted.
     - The focus on student work helps the program to assess where expectations are appropriate and where adjustments are needed.
   - For additional information, see the PowerPoint circulated after the meeting.

3. General Education Course Assessment Status Update — Stephen Hundley, Division of Undergraduate Education (in absentia)
   - The review of Core 30 courses will be delayed for various reasons, including preparing the AMS system and its assessment feature.

4. Discussion: Future support for assessment needed by units from non-tuition generating offices — All
Jennifer Lee asked the group to send information on how non-academic units can help support academic units with assessment.

5. **Announcements:** A motion was offered to fund a proposal to look at how students are trained in ethics in programs in the School of Health and Rehabilitation Sciences. A vote was taken. The proposal passed unanimously.
   - Because of Trudy's retirement, all PRAC reports will be due Oct. 1, and they need to be sent to Linda Durr.
   - Fall semester meeting dates will be announced in August.

6. **Adjournment:**
   - A motion was offered to adjourn and it was seconded. Adjournment occurred at 2:45 PM.

Respectfully submitted by Scott Weeden
May 26, 2016