

Program Review and Assessment Committee
Thursday, December 14, 2023
1:30 – 3:00pm
Meeting Minutes and [Video Link](#)

Attendees:

Alfrey, Karen; Bozeman, Leslie; Braught, Emily; Brehl, Nicholas; Daday, Jerry Davis, Julie; Dwyer, Patrick; Ferguson, Margaret Hassell, John; Helling, William; Hurt, Amelia; Marsiglio, Clif; Masko, Meganne; McCarthy, Katie; Milner, Bridgett; Montalbano, Lori; Morris, Pamela; Rausch, Jamie; Remick, Jen; Rust, Matthew; Talley, Jesse; Walker, Maria; Zahl, David; Zheng, Lin

1. Welcome, Review, and Approve November 2023 Meeting Minutes (5 minutes) – Jerry Daday, PRAC Past-Chair
Minutes have been approved

2. Strategic Plan Implementation Updates (20 minutes) – Margie Smith-Simmons, Chief of Staff, IUI Office of the Chancellor.
 - *The plan was created (large planning effort) under Kathy Johnson*
 - *Final plan includes 14 Goals, 50 Objectives, 71 Metrics*
 - *Goals under 3 Pillars: Student Success, Research, Service to the State*
 - *IUI 2030 and Vision 2024 are merged*
 - *Implementation*
 - *What should be tackled THIS year/Priorities/Best Impact?*
 - *“Crosswalks” created by units/schools to see where their goals were similar to IUI 2030*
 - ***Strategy Projects** were developed for 2022-2023 with leaders (**champions**) and due dates/milestones for each. Several were highlighted by Margie*
 - *We are currently 6 months into the process (launched in April 2023)*
 - *Margie will share a document with PRAC that shows the current strategy projects (Placed in PRAC Folder)*
 - *Next steps*
 - *Refine metrics*
 - *Report Strategy Project progress*
 - *Determine the Strategy Projects for 2023-2024, under the new chancellor who arrives in Mid-February*

3. AI and Assessment (20 minutes) – Zachary Dubuisson, Online Instructional Consultant, Center for Innovative Teaching and Learning, IU.
 - *Key components of measurable learning objectives (SMART)*
 - *Objective 1: How to get SMART (Specific; Measurable; Achievable; Relevant; Time-bound) objectives from AI; that also use Bloom’s Taxonomy*
 - *Benefits: time-saving, increased engagement, improved outcomes*
 - *Key: clear and comprehensive prompts*

- *Formulas*
 - *Information: Context; Specific information; Goal, Response format*
 - *Persona (act like someone): Persona; Action, Intent; Instructions*
 - *Second objective: creating a rubric*
 - *5 components (Clear criteria, Aligned to Learning Objectives, Appropriate level of detail, Objective, Easy to use)*
 - *Tips for things to add to prompts for rubrics (a) analytic (b) role prompting (c) assignment (d) standards (e) scoring scale (f) desired criteria*
 - *tcea.org provides sample prompts*
 - *Note: MS Edge Browser – “Co-pilot” – uses ChatGPT4.0 for “free” IU Guidelines for Copilot:
https://kb.iu.edu/d/bing
General site: <https://uits.iu.edu/ai/index.html>*
 - *Note: there is a drawback to uploading assignments – except for Co-pilot, these tools do not promise to maintain privacy of data or your lesson plans so assume your input will be used to train other AI*
 - *Link to presentation (PDF also put into PRAC Folder): <https://gamma.app/docs/Updated-122023-Creating-Measurable-Learning-Objectives-and-Rubric-tq1m3rk4fxkfkzd>*
4. HLC Site Visit Debrief (20 minutes) – Margie Ferguson, Senior Associate Vice Chancellor for Academic Affairs, IUI.
- *Visit was 12/7 – 12/8*
 - *Felt the examiners were well qualified for the multi-campus issues*
 - *Met with a wide variety of stakeholders at both schools*
 - *Report expected after the winter break (Mid-January) – 15 days for us to respond to any issues, questions/errors of fact (do not expect much – they commented that our submission was thorough). They were cognizant of some challenges that we already are aware of*
 - *Aiming for this to be on the Feb Agenda for HLC Board of Trustees*
 - *Compressed timeline necessary for Purdue financial aid for Indy Campus*
 - *Final hearing in June – will allow things to move forward*
 - *(But we are in fine shape for approval)*
 - *Next HLC site visit will be in 4 years (interim, not full re-affirmation) rather than 10, due to the change of control.*

PRAC Subcommittee Updates (15 minutes) – Subcommittee Co-Chairs

- *Grants Subcommittee: Announcement of Grant Submission (Pamela Morris)
Pamela will chair this sub-committee
See note sent out today with link – due Jan 31, 2024*
- *Record Subcommittee (Tom Hahn) N/A*
- *PRAC Reporting and Recognition Subcommittee: Reminder of Due Date Coming Up (Karen Alfrey)*

Reminder January 15, 2024, for submissions to Linda Durr ldurr@iupui.edu who will file them to be accessed by the subcommittee.

5. Preview of Next PRAC Meeting January 18, 2024 (5 minutes) – Pamela Morris
 - Student Engagement in Assessment – Nick Curtis, Director of Assessment at University of Wisconsin-Madison (Contact from the Assessment Institute)
6. Announcements and Adjournment (5 minutes) – Jerry Daday
None