

## *Meeting Notes*

### **Assessment Subcommittee Meeting**

*January 30, 2013, 11:30 am – 12:30 pm, Room 2028, 3424 S. State Street*

*Participants:* Carol Emmons (Staff Lead, Institutional Research), Jim Meyer (OTS), Phil Troyk (Armour College of Engineering), John Twombly (Stuart School of Business).

#### **1. Presentation on Accreditation and Assessment for Department Faculty Meetings**

Carol Emmons presented the revised Powerpoint on accreditation and assessment, pointing out the changes that had been made since the last meeting. Jim Meyer suggested that the “We Need Your Help” slide be replaced with a “Next Steps” slide. Phil Troyk agreed with Jim’s suggestion, pointing out that there is very little that an individual faculty member can do to affect program assessment. Carol made this change to the Powerpoint file.

Phil suggested that Carol create a new curriculum map slide that shows only “X’s” instead of the K’s, A’s and S’s. Carol will make this change and send the revised Powerpoint to committee members.

Those present agreed with the department assignments that Carol sent to committee members in an email on January 16, 2013. Those assignments are reproduced below. Phil estimated that it will take about a half hour to get through the Powerpoint presentation, so we need to ask chairs for that much time in the faculty meeting. There was general agreement that the end of March will be our goal for completing the meetings with faculty.

#### **Faculty Meeting Assignments**

<b>Member</b>	<b>Department(s)</b>
Phil Troyk	BME, CHBE, CAEE, ECE, MMAE
Alan Mead	PSYC, HUM, SSCI
Matt Bauer	AMAT, CS, BCHS, MSED, PHYS
John Twombly	Stuart "departments"
Ralph Brill	Kent "departments"
Carol Emmons	Architecture, Applied Technology, Design

#### **2. Faculty Assessment Coordinators**

Carol Emmons has received the names of faculty assessment coordinators for all but the following academic units or programs:

1. Applied Technology
2. Social Sciences

3. Humanities
4. Food Safety & Technology Programs
5. MS in Psychology program

Carol will ask the Provost's Office to follow up with Bob Carlson about faculty assessment coordinators in the School of Applied Technology. Alan Mead had agreed to ask the chairs of Social Sciences and Humanities about their assessment coordinators when he met with them a week or two ago, but Carol has not received this information from Alan. Carol will follow up with Alan. Carol will also ask Matt Bauer to get the names for the Food Safety & Technology programs. As for the MS in Psychology, Carol had tried to get the name of a faculty assessment coordinator for this program, but Scott Morrison said that this program is only for students who are unable to complete the Ph.D. program. Phil Troyk said he thought that if this is a program that IIT awards a degree for, then it should be assessed. After the Assessment meeting, Carol Emmons talked to Ellen Mitchell about this program. Ellen clarified that this is not a program that Psychology admits students to, and depending on a student's concentration, it ends up being either an MS in Rehabilitation Counseling or an MS in Industrial/Organizational Psychology. On this basis, Carol agrees with Scott and Ellen that this is not a unique program that merits its own assessment process.

### **3. Survey of Faculty Assessment Coordinators**

Once Carol Emmons has collected the names of all the faculty assessment coordinators, she will work with Matt Bauer to get the survey for Fall 2012 sent to them.

### **4. HLC Assessment Workshop Participation**

Carol Emmons announced that three faculty from the College of Science & Letters will be participating in the HLC Assessment Workshop in February. The three faculty are: Al Glodowski (Physics), Maria Tanner (Chemistry) and Andy Howard (Biology). All three come from departments that are not doing any assessment currently. Carol asked whether the committee should ask anything from the three participants. Phil Troyk suggested that we ask them for a written summary of the workshop experience. Carol will send this request to the participants.

### **5. Next Meeting**

The next meeting of the Assessment Subcommittee has not been scheduled. Carol Emmons will follow up with members to schedule the next meeting.