

*(Draft) Meeting Notes*

**NCA Accreditation Advisory Committee Meeting**

Thursday, January 29, 2014, 3:30 pm, President's Conference Room, 19<sup>th</sup> floor, IIT Tower

*Participants:* Siva Balasubramanian (Chair, *Stuart School of Business*), Matt Bauer (*College of Science*), Carol Emmons (*Director of Assessment*), John Kallend (*Armour College*), James Meyer (*Office of Technology Services*), Katie Stetz (*VP, Student Affairs*), Phil Troyk (*Armour College*), Ray Trygstad (*School of Applied Technology*), David Ulazek (*Finance*), Charles Uth (*Galvin Library*),

**1. Approval of Draft Meeting Notes from 12/12/2013 Meeting**

The meeting notes document (previously distributed) was approved unanimously.

**2. HLC announcements:**

Siva noted that Sunil Ahuja, HLC's Accreditation Liaison for IIT and VP for Accreditation Relations will visit with our committee next month. He requested members to share any questions they wished to ask Dr. Ahuja at that meeting.

**3. Subcommittee Reports –**

*Student Learning Assessment Subcommittee*

Carol Emmons indicated that thus far, assessment plans meet expectations for 24 programs (out of the total of 145 programs on campus). She is following up with Chief Assessment Coordinators in each School/College to complete work on those assessment plans that were previously submitted but that do not meet expectations.

Siva expressed concern that the number of assessment plans that meet our expectations needs to increase in order for us to reach our goals for this semester. Several members expressed concern that ABET is gaining most of the attention at Armour College. Other units have other types of priorities. After discussion, it was suggested that the deans should be made aware that assessment plans for their respective programs must be completed quickly.

Katie Stetz presented an overview of co-curricular activities on campus. She looked forward to contributing to discussions about assessment of such activities.

The discussion then shifted to the topic of visits of vendors of assessment systems. TK 20 was expected to visit next week with a very targeted presentation. It was suggested that BlackBoard should retain a favorable edge during the selection process, given prior familiarity/history on our campus with their other products.

*QII Subcommittee*

Charles Uth and Ray Trygstad described the activities of the QII subcommittee. Following the directions from the previous meeting of the full committee, the subcommittee met to repackage the earlier QII proposals into one integrated document under the aegis of HLC's new academy for Student Persistence and Completion. The document that resulted from these discussions was then presented to the full committee.

Committee members expressed concerns about this document. Matt Bauer suggested that any implication in the proposal that the committee/subcommittee controls the curriculum should be removed. The proposal's task should not involve/consider any change in courses. Phil Troyk asked if this

proposal document can be considered an experiment or a purely academic exercise. He also asked if the document will be available for public review beyond the committee. Siva Balasubramanian stated that all deliberations of the committee should be transparent and available for public scrutiny.

John Kallend felt that the proposal should avoid any prescriptions/assumptions about the curricular structure. Matt Bauer felt that it was appropriate to focus on Degree Works (Planner) instead, as a central element of the proposal. The majority of members felt that, the proposal as presented at the meeting, needed substantial revision.

Members of the subcommittee agreed to revise the document. The revised document will be considered in a future meeting.

#### *Administrative Criteria Subcommittee*

Siva mentioned that he expected an update from HLC very soon regarding online training opportunities for the HLC assurance system. David Ulaszek mentioned that updates from the Administrative Criteria subcommittee will be discussed in future meetings.

#### *Other topics*

None.

Meeting adjourned.