



University Assessment Committee Meeting

Date: Monday, April 29, 2024; Time: 12:00 – 2:00 PM

Location: MSC Room 2W16B-Student Resource Center Conference Room or Microsoft Teams

Minutes

Members Present: Chris Atkins, Diana Adams, Mehdi Esmaeilpour, Nandini Manne, Margaret McLaughlin, Kim DeTardo-Bora, Loukia Dixon, Tiffany Hartman, Brian Hoey, Isaac Larison, Marty Laubach, Ralph McKinney, Tim Melvin, Adam Russell, Larry Sheret, Le’Kesha Taylor, Susan Tusing, Mary Beth Reynolds

Members Absent: Ginger Boles, April Fugett, Paula Lucas, Simone Weaver

1. The meeting began with lunch, followed by introductions.
2. Marty Laubach moved, and Tim Melvin seconded, approval of minutes from the March 7, 2024, meeting. The minutes were approved unanimously.
3. Mary Beth Reynolds thanked committee members who had submitted their reviews of spring 2024 syllabi. Since the purpose of reviewing these syllabi was twofold – both to check for MU Policy required elements **and** to ensure that learning outcomes for the same course were the same regardless of method of delivery, Mary Beth asked for some feedback as to what reviewers found. Kim DeTardo-Bora shared that some of the course syllabi she reviewed used the distance syllabus template and were written as if the course was delivered online when, in fact, that course was delivered face to face. These appeared to be syllabi from third party contract courses. We will follow up on this issue and Mary Beth will share a report of the results of the entire syllabus evaluation at the first meeting of the fall 2024 semester.

Mary Beth told the committee she would have feedback regarding annual assessment reports to department chairs by mid-summer and feedback to faculty whose syllabi were reviewed early in the fall semester. Susan Tusing suggested that it would be better to also have feedback regarding the syllabus reviews to faculty before the beginning of the fall semester so that they could make changes in their fall syllabi if need be. Although Mary Beth noted the difficulty in getting this done, she said she would try to make it happen. She also asked committee members to let their colleagues know that annual assessment reports for academic year 2023-2024 are due no later than September 27, 2024.

4. Mary Beth provided an update on our spring administration of the National Survey of Student Engagement. Marshall’s response rate to date is 24.7%, which is down from its 2022 response rate of 31.6%. She did note that the average response rate by institutions in Marshall’s size category is 24.4%. There was a brief discussion about increasing response rate. The current survey will close on May 13.

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5. Mary Beth provided an update on the program reviews from academic year 2023-2024. She specifically explained that this was our second year to engage discipline specific peer reviewers for every non-accredited program. This past year we engaged eight teams (fifteen in all – one team consisted of only one reviewer) peer reviewers, thirteen of whom visited campus after reading the reviews. Their campus visits included meeting with faculty, students, alumni, community partners, and administrators. Following this, each team prepared a SWOT analysis for each program. These reports have been inserted into each program review and there will be follow up regarding implementation of the peer reviewers' recommendations.
6. Mary Beth reported the number of responses for this year's campus-wide "Assessment Day" surveys. Results will soon be shared on the Assessment website and with each office originating the surveys.
7. Brian Hoey and Kim DeTardo-Bora gave a short update on the progress of the General Education Task Force. Mary Beth informed the group that the Summer Assessment Team would conduct its annual assessment of general education (baseline and FYS critical thinking comparisons; and artifacts aligned to creative, inquiry-based, and quantitative thinking outcomes) and capstone artifacts beginning Monday, May 6 and ending, Friday, June 7.
8. Mary Beth gave a quick overview of the various aspects of Marshall's HLC Quality Initiative, including campus-wide reading for 2024-2025 (Solito by Javier Zamora, Doubly Erased: LGBTQ Literature in Appalachia by Allison Carey, and Americanah by Chimamanda Ngozi Adichie).

She noted that we would like to compile a list published and presented scholarship from Marshall's faculty, staff, and students that aligns with the overarching theme of the Quality Initiative. Susan Tusing suggested that we might be able to generate a list of scholarly work from Digital Measures and do a word search to identify this work. Larry Sheret noted that the library's Digital Scholar could also help in this regard.

Mary Beth noted that Marshall's policies are currently under review by Jackson Lewis, contracted through Zurich Insurance, for any unintentional bias. We are still waiting for the results of this review.

We administered the Climate Survey to students again this April; we have worked with Marshall faculty to place student interns with the Fairfield Community Develop Corporation for the past two years; and we will have an update on the HSTA Near-Peer mentors program shortly.

Brian Hoey gave an overview of activities supporting the Quality Initiative in the Honors College, including the Honors College's Second Year Seminar, Food for Thought, Quality Initiative Theme aligned Faculty Fellows and TedX program. Mary Beth noted that, under Brian's leadership, the Honors College has become more diverse.

Dr. Kateryna Schray will continue our Diversity Dinner Groups in the fall and the Diversity/Living Learning Community will welcome 10 new freshmen in August.

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9. Susan Tusing provided an update regarding the draft of the Assurance Argument for our next HLC visit, which is scheduled for January 26 and 27, 2026. She noted that HLC is working on revising its Criteria for Accreditation, that the proposed revision is out for comment, and will be implemented on September 1, 2025.

10. Mary Beth opened a discussion regarding annual program and department health checks. She said the current plan is to provide data regarding major enrollments, program retention of those majors, and number of majors who graduate each year. The provost will visit each program to discuss the data and, based on how these numbers compare with Marshall benchmarks, may conduct additional analyses. These analyses may include such metrics as a market analysis, an analysis of courses with high D/F/W rates, time to degree. In an effort to reward programs that help students find majors that are a good fit for them, migration out data will likely be analyzed as well. The point is that we want to encourage everyone to help students stay and be successful at Marshall and finding the right major will help in this regard. The most important thing to remember is that these meetings will give program chairs, directors, and faculty an opportunity to explain why their program, regardless of size, is important for Marshall. If changes need to be made, it will give the program time to make those changes before its next five-year program review.

11. Dr. Isaac Larison announced that next year's Research and Creativity Symposium will be held on April 3 or 10. He asked that members encourage their students to participate and attend the symposium.

The meeting was adjourned around 2:10 PM.

Respectfully submitted,

Mary Beth Reynolds