**Best Practices in Assessment Group Meeting**

Wednesday, April 10, 2019

11 a.m. – 12 p.m.

President’s Conference Room - Saratoga Building, 14th Floor

**Attendance**

Patricia Alvarez

Lynn Chen

Shannan Dixon (call in)

Malinda Hughes

Lisa Lebovitz

Mark Macek

David Mallott

Karen Matthews

Kaya Smith

Gregory Spengler

**Meeting Notes**

1. 2019 AIU Update Status

G. Spengler indicated that the portal opens April 15 and closes May 17. MSCHE has not yet imported FY 2017 IPEDS data for UMB. The Accreditation and Assessment Unit will update and submit the three context of performance uploads that will include 2017 data.

1. Institutional Assessment Planning

K. Matthews presented the results of research into planning an institutional effectiveness program and provided an option for organizing committees to oversee assessment processes. The group agreed that Middle States did not question that individual schools had robust programs of assessment, but found there was insufficient evidence of coordination and the sharing of best practices at the university leadership level.

P. Alvarez asked if any of the proposed committees already exist. The academic deans do regularly meet as the Education, Accreditation and Assessment Committee. However, there are no existing committees of administrative deans charged with program assessment.

D. Mallott asked how granular the work of the committees would be. Would the committees guide overall policy with a focus on outcomes, or examine measurement and assessment processes in use?

L. Lebovitz stressed that in many areas, such as Pharmacy, one person was responsible for several kinds of assessment and would have to serve on several committees in the proposed model.

M. Macek suggested the need to map current assessment activities first before determining the committee structure and determining what data the campus needs to show student success.

K. Smith commented the importance of determining what priorities the committee(s) should focus on.

M. Hughes mentioned that the Compliance Verification report completed along with the Middle States Self Study report would be a good starting point.

D. Mallott related recent activity by Middle States to scrutinize the University of Maryland College Park’s non-compliance with Standard 7 due to the football program training incident.

1. Future Topics

G. Spengler mentioned that Dean Jane Kirschling of the School of Nursing contacted him recently about the need to establish university-wide standards for defining and reporting student complaints.

1. Next Meeting

The Accreditation and Assessment Unit will propose a schedule of future meetings of the Best Practices in Assessment Group.

Adjourned 12:05 pm

Notes by G. Spengler

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