Assessment Council
Meeting Minutes
May 11, 2011
10:30-12:00
University Center, Aspen B

Present: Kim Black, Jason Byrnes, Lyda Ellis, Brian Johnson, David Kendrick, Angie Koponen, Jay Lightfoot, Christine Marston, Karen Raymond, Eugene Sheehan, and Stephanie Torrez

1. Assessment Map – Send corrections and additions to Kim by May 31.

2. Assessment Fellow Update – Fellows have been selected in two Colleges and a third is waiting to be confirmed. The Dean of Students has reallocated time for Rachel King to serve as a fellow in his division, and the library is devoting resources for someone to serve as a fellow.

3. Meeting Day/Time Fall 2011 – Send fall availability to Kim by May 31.

4. New Business – We discussed a proposal to use SharePoint as an alternative to TracDat. Based on the discussion, it was decided that the council would explore assessment documentation software options during fall semester. Kim and David will work with IMT to identify possible options and have information ready to share with the council when we reconvene in the fall.

5. Council Recommendations – We reviewed the three documents created by the sub-committees. Kim will make the suggested revisions and send via email. Council members should send any suggested revisions to Kim no later than May 31. If no revisions are suggested, we will consider the documents approved, and Kim will present them to the Provost and Academic Council.

6. Implementing the plan – Once the recommendations are approved, Kim will work with the Deans to determine the time and venue for communicating the plan to the academic programs. In addition to the documents produced by the sub-committees, Kim will work on supplemental resource materials to assist programs. The Council also recommends the following actions to help programs manage the workload associated with evaluating their assessment plans and making necessary revisions:
   - Completion of the diagnostic tool and revision of program assessment plans will replace next year’s annual reports for program review.
   - Programs that are completing their comprehensive self-studies in fall 2011 will have the option of delaying work on the diagnostic tool and assessment plan revision until after their self-study is completed.

7. Lumina Degree Qualifications Profile – The profile is currently being piloted by the HLC. Kim distributed the brochure describing the profile as an information item to help members become familiar with external initiatives that may have implications for higher education in general and UNC specifically in the future. Jason suggested that it might be helpful to compile an overview of the various claims and criticisms being made about higher education by policy makers and others. Such a document could be helpful in educating members of our campus about the external climate that is influencing some of our assessment activities. Kim will work on this over the summer.

8. Next meeting – fall semester, date/time/location TBA