



COMMITTEE ON ASSESSMENT (MAC)

MEETING MINUTES

MEETING DATE: Monday, November 21, 2016
LOCATION: Hawai'i Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		EX-OFFICIO / NON-VOTING/ GUESTS	
BOVARD, Penny-Bee (Secretary)	P	PAGKALINAWAN, Leticia	P	TSE, Alice (Chair)	P	(ASUH representative)	-
BUENCONSEJO-LUM, Lee	P	KRAFT-TERRY, Stephanie	P	WESTFALL-SEND A, Mandy	E	Jay Purvis (GSO)	A
CHUANG, Hui-ya	E	TANNERS, Adam	P	WRIGHT, Robert	A	HILL, Yao (AO)	P
						STITT-BERGH, Monica (AO)	A
						BUTLER, Marguerite (SEC)	P

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	1:00 pm	
MINUTES	Minutes of 10/17/2016 reviewed	Approved
OLD BUSINESS	<p>SEC request for the Committee to develop assessment on UH administration by December 15. MAC unable to provide by 12/15/2016; next Committee meeting will be held in January 2017; still awaiting the SEC's response to the proposed selection of programs suggested during the MAC October meeting.</p> <p>Committee requested clarification of the focus/scope of the assessment envisioned by the SEC. There is no vehicle at the time to assess UHM administration. U of Michigan has model for assessment, which the SEC liaison suggested could be used by MAC.</p> <p>MAC's expertise is in curricular program assessment. The Committee members volunteered to serve because of their interest in curricular program assessment.</p>	<p>Y. Hill suggested that feedback from previous MAC officers be reviewed, to determine if programs are aware of outcomes, what methodologies are being utilized to access outcomes.</p> <p>S. Kraft-Terry suggested utilizing WASC Rubric to inform where programs stand.</p>



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	<p>MAC proposed an approach to university assessment which will involve other UHMFS committees providing input on a university assessment to augment MAC's expertise.</p> <p>In light of the SEC request, MAC proposed to develop a methodology to assist UHM departments to assess their impact on student learning. The methodological approach would involve peer feedback on a program's specific outcomes that impact students. Use a strength-based approach to assist programs to further develop their own assessments of their contributions.</p>	<p>During 2017, MAC will develop a plan for obtaining assessments of universities and develop a simple checklist to serve as a tickler for programs to further develop their own assessments of their contributions.</p>
NEW BUSINESS	<p>a. Develop plan to present the Graduate ILOs to UHMFS</p> <p>b. Develop plan to examine the WASC reporting requirements and make recommendations</p> <p>c. Spring 2017 Committee Meeting Schedule</p>	<p>Deferred</p>
NEXT MEETING	<p>Spring 2017; holidays on the 3rd Monday in January and February 2017</p>	<p>A. Tse will poll the Committee</p>
ADJOURNMENT	<p>2:00 pm</p>	

Respectfully submitted by Penny-Bee Kapilialoha Bovard, Secretary
Approved on 5/19/17 with 7 votes in favor of approval and 0 against.