

**Manoa Assessment Committee (MAC) Meeting Minutes
Mach 8, 2013, 12:00 PM, Hawaii Hall**

Meeting started at ~12:05 PM, with following participants:

Committee Members

Ian Belton
Ruben Campos
George Harrison
Peter Hoffmann (chair)
Daniel Jenkins
Adam Pang
Scott Robinson (vice-chair)
Amy Schiffner

Ex-Officio & Invited Guests

Tom Conway (SEC) (left early due to emergency)
Yao Hill (Assessment Office)
Monica Stitt-Bergh (Assessment Office)

(Sang Yee Cheon was out sick; Sang-Hyop Lee was otherwise engaged)

1. Meeting called to order by Peter at 12:04
 - a) Motion to approve minutes from last meeting with quorum (2/8) was advanced, seconded, and approved unanimously.
2. Updates from High Fail Rate and Institutional Learning Objectives Workgroups
 - a) Adam indicated that the workgroup has not met yet this semester; they have data but are still struggling how to deal with it.
 - b) Amy expressed concern about high DFIW- as increased enrollment and repetition of courses results in greater University financial support for program.
3. Updates from Institutional Learning Objectives Workgroup.
 - a) Workgroup has scheduled meetings with chairs from CTAHR and LLL to explain ILOs and how they are relevant to programs.
 - b) Workgroup is meeting every 2 weeks; they have reviewed many UHM-1 and UHM-2 forms and are promoting having ILOs addressed in them; addressing ILOs may be a requirement for course proposals and modifications in the future.
4. Discussion of current and future work load for MAC.
 - a) Feedback on Fall 2014 assessment reports.
 - i) Members generally expressed that reviewing assessment reports was a valuable exercise that has enabled members to have a more concrete understanding of how assessment is developing at UH.
 - b) WASC accreditation and assessment requirements.
 - i) Monica reported that WASC is having a vote to change the accreditation guidelines; WASC will require UH to explicitly report how students are achieving 5 core competencies- what are the standards of performance and how many students can demonstrate that level of performance.

- ii) Peter suggested that bringing in industry/ employer feedback in crafting programs and courses to meet real world needs.
 - iii) Ian suggested that we should also consider what the students' desired outcomes for their education are.
 - iv) George indicated that there is value to having values-centric objectives as well as performance based objectives.
 - v) Amy indicated that stressing job placement may diminish the value of more liberal arts major where career opportunities may be more limited.
 - vi) Ian suggested that arts may provide training to be more competitive and entrepreneurial in creating opportunities.
 - vii) Monica inquired how closely MAC feels they need to be involved in how Manoa responds to WASC requirements.
 - (1) 1st progress report for WASC is due 2015 (needs to be written in 2014)
 - (2) All assessment needs to be completed and acted on by 2019
 - (3) George indicated that he would like to see a more detailed timeline of activities needed for WASC requirements to better judge how MAC can contribute
 - (4) Yao indicated that UH needs to have assessment data for critical thinking; Monica reported that currently assessment of critical thinking at UH is limited; suggested that a faculty group should be convened to help decide how to address these requirements.
 - (5) Scott indicated that some Universities require each program to report outcomes related to each ILO, and then results are compiled at the University level.
5. Assessment Office Updates.
- a) Summer assessment institute planning.
 - i) Yao reported that 4 day workshop will articulate best practices, skills, strategies for assessment, in a group based facilitated format- this will help establish support groups on campus, and develop a culture of "assessment".
 - ii) First workshop will be a pilot, and it is intended to offer it regularly incorporating refinements based on previous experience.
6. Other Issues (none)
7. Dates for next meetings is April 12 (all 12:00 – 1:00 PM in Manoa Hall 208); but Monica and Yao will not be present.

Adjourned at ~1:01 PM