

**CoE Assessment Committee Meeting**  
**April 15, 2010**

**Minutes**

**CoE Assessment Committee Invited:** Babcock, Bier, Bleier, Chesler, Fratta, Gatzke, Grossenbacher Gubner, Harrington, Nellis, Prem, Pan, Plesha, Puccinelli, Romero, Root, Tompkins, Witt, Zimmerman, Zogg

In attendance: Bleier, Grossenbacher, Gubner, Harrington, Klein, Lafayette, Prem, Puccinelli, Tompkins, Witt

**Committee Purpose:**

The purpose of this committee is to engage around accreditation and assessment activities for the purpose of identifying program strengths, and to improve program content and the learning environment in support of achievement of broad-based and disciplinary specific student learning outcomes.

**Topics Discussed:**

- University Assessment Council's Assessment Funds RFP was distributed again and Lafayette indicated she was available to assist programs that were developing proposals. Additionally, she indicated that she was exploring an assessment management of student learning pilot project and would develop and distribute a draft in the next week or two for input by Departments.
- Scheduling Department meetings to review Accreditation Activity timeline and assessment plans:
  - An Assessment Plan Outline was distributed to generate discussion on what assessment planning activities departments were currently engaged in or planning on in the future. Lafayette reminded committee members to consider inviting her to attend departmental curriculum committee meetings or other venues to discuss assessment planning activities relative to continuous improvement and ABET accreditation process and timeline.
  - Lafayette shared a table with various assessment activities undertaken in the past few years by Departments, the CoE, and University-wide which needs to be updated. The National Survey of Student Engagement (NSSE) survey results from 2008 for UW-Madison seniors by School or College, Appendix E was passed around. Lafayette will look into getting the CoE specific data from this survey from the UW-Madison Office of Academic Planning and Analysis.

- Curriculum Map (Flow Chart), Course Evaluation and Syllabi framework
  - A draft syllabus template was distributed with the ABET requirements as well as other suggested syllabus items that serve to communicate course expectations and desired learning outcomes to students.
  - Also discussed were the course flow charts being developed for various departments by CoE, Office of Information Systems that provide students with an individual view of the courses they need to take to meet undergraduate program requirements.
  - Discussion on how to update the course home pages followed with the CoE reps indicating they would need to communicate to faculty in their department that these need to be updated so that they include course/ABET outcomes. Lafayette will follow up with CAE to if there is an automated process to migrate the content into the new dynamic WiscWeb CMS, and send out more information on this process to Dept. Chairs and the CoE Assessment Committee. This is work that will need to be done over the next year.
  
- Input on Early Career Advisory Board and IAB feedback/discussion for 4/22/10 meeting: Questions shared and discussed were:
  - 1) What do you consider to be strengths or weaknesses in the undergraduate curriculum relative to: educational, practical and/or leadership experience related to your chosen career path?
  
  - 2) From the employer/industrial perspective, what are strengths and/or weaknesses of (UW - Madison) engineering graduates.

The committee thought these questions were pretty open ended and that the responses would generate feedback that would be hard to use. Harrington suggested we ask the group what should be on the alumni survey(s) to help departments determine questions to ask on their specific alumni surveys in terms of their curriculum needs. Prem explained that this would be a relatively small group of recent alumni so that those leading this part of the ECAB discussion should facilitate follow up to their responses as appropriate.