Worcester Polytechnic Institute
Undergraduate Outcomes Assessment Committee (UOAC) Meeting #5 Minutes
Date: Tuesday November 7th, 2023
Location: ZOOM meeting

Present: Doug Petkie (Chair, PH), Andrea Arnold (MA), Destin Heilman (CAP, CBC), Chrys Demetry (MCTL), Kent Rissmiller (Provost's Office – Global School), Courtney Kurlanska (DIGS)

1. Called the Meeting to order at 1:03 PM
2. The committee approved the minutes from meeting 4 on October 31st.
3. Review and discussion of letter to administration for support for educational assessment at WPI. Key points of discussion were the explicit need for an Assessment Coordinator to analyze the data and how to enforce the need for assessment with departments. Kent Rismiller highlighted the importance of School Deans in this process to emphasize this as part of the Department Chair role. Many universities place educational assessment within Institutional research, but WPI no longer has an IR office. Chrys Demetry suggested that the position of Assessment Coordinator could be within Academic Affairs and get support from other offices on campus with technical issues. Completed final draft of letter with plans to approve next week after final review.
4. In the process of discussing data sources related to IQP and MQP learning outcomes, Kent Rismiller explained that data from Student Reports on IQP and MQP Learning and Advising are in e-projects. Faculty Advisor Reports on IQP and MQP Learning are in Tableau, but we (the faculty) do not yet have access to them.
5. Doug Petkie will try to get Emily Perlow and Rachel LeBlanc to join us for a future meeting to discuss enrolled student survey.
6. Plan to have a weekly meeting from this point on (as opposed to bi-weekly meeting).
7. Meeting closed at 1:40 PM