

UNDERGRADUATE OUTCOMES ASSESSMENT COMMITTEE (UOAC)  
WORCESTER POLYTECHNIC INSTITUTE

Minutes of 2018-19 meeting #1, September, 7<sup>th</sup>, 2018

Attended: Jennifer DeWinter (chair), Art Heinricher (Provost Rep), Pam St. Louis (Dean of Engineering Office, Volunteer), Alison Donta-Venman (Institutional Research), Qi Wen, Chrys Demetry (Morgan Teaching and Learning Center), Jianyu Liang

The meeting start at 11:05.

1. Committee business: Everybody did self-introduction. Jennifer said that we need a secretary for the committee. Rajib Mallick will be candidate for the committee chair for the B term. We will vote for the secretary when he comes back. Qi Wen served as the temporary secretary to take minutes for this first meeting. CAP needs a representative with us? Art said that we need to check with CAP to confirm. We need a student representative. Art said that he had email communications with the SGA president, Sarah Boecker.

2. Approved the minutes of the final meeting from last year.

3. Continued discussions on assessment of the learning outcome related to ethics and data from MQP/IQP evaluations. Pam articulated that the ethical component is important in data collection for Engineering ABET report. Art pointed out that different departments currently carry out outcome assessment independently. There is a need for university level assessment, or more communications among the different departments. He also mentioned that we need the general engagement of faculty members for Undergraduate Learning Outcome. UOAC worked to add advisor surveys for MQP, IQP learning outcomes several years ago but the response rate from faculty has been very low (between 10 and 20 percent). The committee also discussed the next steps on the motion for a university wide learning outcome on global and intercultural competency.

3. Discussion to finalize the draft annual report for AY 2017-2018. Add Chrys Demetry (Morgan Teaching and Learning Center) to the list of committee members of the annual report. Add a section on advisor feedback in MQPs and IQPs. Jennifer will type them up.

4. Discussion on future committee meeting plans. Jennifer suggest that, instead of meeting 1 hour per week, we can set deep dive meetings (2-4 hours) every month. Next week meeting to discuss details on how to achieve our goals for the coming year.

Meeting adjourned at 11:45.

Respectfully submitted, Qi Wen