Manoa Assessment Committee (MAC) Meeting Minutes  
March 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 current 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