For 2015-2016, the Assessment Committee is charged to:

1. Have the chair and vice-chair participate in regular meetings with the Associate Dean for Academic Affairs and the Coordinating Committee for Academic Programs to facilitate communication and to work on shared charges throughout SOP academic programs.

2. Work with the Director of Assessment to insure that all necessary instructional and programmatic evaluations and stakeholder assessments/surveys are conducted.

3. Monitor all features of the Programmatic Evaluation and Educational Assessment Plan and provide periodic reports to the Academic Planning Council regarding progress and areas of concern, including accreditation-related monitoring. Present the annual assessment report at the Fall all-school retreat or first fall faculty/staff meeting.

4. In conjunction with the Curriculum Committee (lead group), continue implementation and monitoring of the continuous, periodic review of the PharmD curriculum (i.e. Course Snapshot Tool). Assess compliance with the new ACPE Standards 2016 and create a plan for areas of improvement, including interprofessional education and essential skills.

5. Continue implementation and monitoring of the Outcome Tracker, assessing its effectiveness for determining APPE readiness. Develop a process for keeping students’ personal Outcome Trackers up-to-date.
6. Work with the Associate Dean for Student Affairs and the Director of Advising to assess Professional Development and Engagement activities as part of the co-curricular learning standards in ACPE Standards 2016.

7. In conjunction with the Admissions Committee (lead group), Student Promotion Committee, and academic advisors, link student performance, retention, and completion data with admissions data to assess admissions, curricular, and student development programs and practices.

8. Continue to review AACP survey results to identify trends and areas of concern within the SOP and to explore ways of improving these areas of concern.

9. Review current examination procedures to insure effective use of institutional resources. Identify needs and create recommendations for exam administration, including the PCOA exam.

10. Review current course and instructional evaluation procedures to insure effective use of institutional resources and increase response quality. Identify needs and create recommendations for evaluation processes in conjunction with campus-wide initiatives.

11. Provide statistical data, reports, and/or other information as appropriate.

12. Ensure that committee members take responsibility for serving as a two-way conduit of information, concerns, and issues to and from the individual divisions and units.

13. Construct meeting agendas and maintain detailed minutes of Committee discussions, actions, and recommendations. In addition, provide a short, written report to the Dean by June 30, 2016 summarizing the year’s activities of the Committee and how those activities fulfilled the charges and support the School’s mission and strategic priorities. These documents will be posted, as appropriate, on the SOP Committee webpage (http://pharmacy.wisc.edu/about-school/office-dean/committees) to keep the School informed.

14. Bring items and issues forward for faculty discussion/decision making throughout the year, as appropriate. If requested by the Dean, provide a short, verbal report of the past year’s Committee activities to the faculty at a Fall 2016 Faculty/Staff meeting.

*Alumni
+Student