

Agenda

University Assessment Council

November 11th, 2016, 9am, Myers Technology Center 101-E

- I. Welcome to New Member**
Dr. Dave Nichols will be joining the council as an at-large faculty member. Welcome!
- II. Approval of the October 14th Minutes**
- III. Proposal to Implement an Interim Assessment Progress Survey**
The draft proposal created by the Assessment Leadership Team is appended to this document.
- IV. Proposal to Change the Deadline for the Student Learning Summary Reports**
The draft proposal created by the Assessment Leadership Team is appended to this document.
- V. Student Learning Outcome Data from the NSSE/FSSE Survey**
M. Herrington-Perry will review survey data pertinent to student learning assessment. (Summaries were attached to the meeting reminder email.)
- VI. Acceptance of the Report on the 2016 Student Learning Summary Reports**
Results and recommendations were shared with the Council at its last meeting. At the November meeting, members are asked to accept the report so that it may be added to the Higher Learning Commission Evidence File. (The report was attached to the meeting reminder email.)
- VII. Updates from Members of the Council**
This is your opportunity to share news about assessment-related initiatives in your area!
- VIII. Updates from the Assessment Coordinator**
- IX. Other Business**
- X. Adjournment**

Upcoming Events:

- Our first meeting of the spring semester will be at 9am on Friday, January 13th!, in the Faculty Center for Teaching Excellence. Terry Dean will be training us to use the AAC&U VALUE rubric to assess critical thinking.

New on the Assessment Website <https://www.indstate.edu/assessment/>

- How to Write an Exemplary Student Learning Summary Report
- How to Use Assessment Results to Improve Teaching and Learning
- Simple Assessment Plan Template

Draft Proposal for Interim Assessment Progress Reporting

Currently, programs are required to submit an annual Student Learning Summary Report that details their assessment efforts, results, and plans for the future. To ensure that programs are making regular progress at implementing their assessment plans and addressing any previously identified concerns, the University Assessment Council recommends that they complete a simple, mid-year survey that includes the two items below. This survey would be created in Qualtrics and administered electronically for the first time in 2017-2018.

1. What progress have you made on your 2017-18 assessment plan? Check all that apply.

- a. Identified the faculty responsible for collecting assessment data.
- b. Identified the assignments/activities that will be assessed.
- c. Set performance goals for assessment activities.
- d. Collected assessment data for some outcomes.
- e. Implemented a new action plan based on previous assessment results. [Explain]
- f. Discussed the results of assessment activities at a faculty meeting.
- g. Shared assessment results with an external advisory group.
- h. Updated the program website to include student learning outcomes.
- i. Improved the program's assessment plan.
- j. None of the above.
- k. Other [Explain]

2. Describe your efforts to address the feedback you received on your last Student Learning Summary Report.

[Insert text here]

Draft Proposal to Change the Due Date of the Student Learning Summary Reports

Currently, Student Learning Summary Reports are due to the Office of Assessment and Accreditation on June 15th, a deadline that prevents some programs from reporting data collected at the end of the spring semester and in the summer. So that the reports will reflect the full academic year, the University Assessment Council recommends that the due date be changed to September 1st.

Programs may submit their reports before the September 1st deadline. All programs should submit their reports via a college assessment site set up in Blackboard.