

Assessment Leadership Team Minutes

9 am, February 5, 2016,

Rankin Hall Conference Room 245

Chair: Mary Herrington-Perry (substituting for Nathan Myers)

Recorder: Shelley Arvin

Timekeeper: Chia-An Chao

Present: Shelley Arvin; Chia--An Chao; Mary Herrington-Perry; Molly Hare; Lynn Maurer

Absent: William Baker; Eric Hampton; Nathan Myers, Susan Powers; Brittany Bernard

1. ALT Minutes of 01/08/2016 were approved. (3-0-0)
2. Planning for Feb. 16th Q&A Session, February 16 (12:30-1:30 p.m.) at the Faculty Center for Teaching Excellence (FCTE)
 - a. The session will provide information about assessment process and then take questions. Refreshments will be provided.
 - b. Potential assessment issues that may be brought up were mentioned.
 - c. How many learning goals are needed by units?
 - d. CAC: How many years will be visible/accessible? Reviewers need to see some assessment history in order to keep perspective.
 - e. MHP: Departments need an outcomes library and curriculum map. They need to identify outcomes assessed this year and state what to assess next year.
 - f. MHP: At the next Assessment Council meeting, ask members who will be available to help with the session.
 - g. MHP will be meeting next week with the College of Education. She has met with the College of Arts & Sciences. LM asked if the MHP could visit the College of Graduate and Professional Studies. MHP said it could be arranged.
3. Preliminary results of Assessment Needs Survey
 - a. The survey retrieved interesting information. Members discussed how to best share the results with campus. Specific findings were noted.
 - b. MH: We could summarize the data instead of sharing raw data/all comments.
 - c. Q2 results determined that the first choice for professional development was for a workshop, the last choice was for a conference.
 - d. CAC: Foundational Studies has an assessment committee. Chris Fischer is in charge. It may reinvent the wheel. Who calibrated the assessment artifacts?
 - e. MH: Volunteers provided artifacts. People teaching those courses calibrated them.
 - f. CAC: They can provide an email of the history.
 - g. MHP would appreciate seeing the email.
 - h. A drawing was to be held to reward a lucky academic and nonacademic respondent. The lucky unit would receive money for food and drinks for an assessment meeting.
 - i. MHP: Need to attend to drawing. Could just draw the numbers from Q9.
 - j. MHP asked ALT members for translations of Q9 and Q8 abbreviations she did not already know.

- k. MHP will provide a one page summary of the survey results. In addition, she will let people know that the raw data is available.
4. Agenda for Full Council
 - a. Q&A Session, February 16 (12:30-1:30 p.m.) at FCTE
 - b. Assessment Needs Survey
 - c. Nicole Bailey will attend with assessment information
 5. Switch the ALT meeting to March 4 and Full Council to March 11.
 6. Assessment Grant Request.
 - a. Brian Bunnett retracted his grant request.
 7. AAC&U's 2016 conference on [*General Education and Assessment: From My Work to Our Work*](#) are Ann Rider, Brian Bunnett, Brian Kilp, C.Brian Barnett, Darlene Hantzis, JaDora Sailes, John Conant, Kayla Siddell, Kevin Ward, Liz Brown, Shelley Arvin, Nicole Bailey