

Assessment Leadership Team Agenda

9 am, November 4, Rankin Hall Conference Room 245

Chair: Eric Hampton
Recorder: William Baker
Timekeeper: Kirk Armstrong

1. Review of the 10.21.16 minutes (5 minutes)
 2. Discussion of the Draft Proposal for Interim Assessment Progress Reporting (See reverse side of this agenda.) (15 minutes)
 3. Discussion of the Draft Proposal to Change the Due Date of the Student Learning Summary Reports to September 1 (See reverse side of this agenda.) (10 minutes)
 4. Development of the November 11th Assessment Council meeting agenda (10 minutes)
 - 2016 NSSE/FSSE Results Pertinent to Learning Outcomes
 - Proposal to Require Interim Assessment Reporting
 - Proposal to Change the Due Date of the Student Learning Summary Reports to September 1st
 5. Coordinator's Report (5 minutes)
 6. Other (5 minutes)
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Worth Reading:

- Assessing a Pre-Ninja Program
https://www.insidehighered.com/blogs/confessions_of_a_community_college_dean/the_pre_ninja_program

Upcoming Events:

- 11.11.16 Assessment Council Meeting (9am, Myers Technology Center 101-E)
- 12.2. 16 Assessment Leadership Team Meeting (9am, Rankin 245)

Links:

Assessment at ISU: <https://www.indstate.edu/assessment/> (Includes guiding principles, agendas, minutes, meeting schedules, requirements, results, etc.)

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-semester 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. Collected assessment data for all outcomes.
- f. Implemented a new action plan based on previous assessment results. [Explain]
- g. Discussed the results of assessment activities at a faculty meeting.
- h. Shared assessment results with an external advisory group.
- i. Updated the program website to include student learning outcomes.
- j. Improved the program's assessment plan.
- k. None of the above.
- l. 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.