

Assessment Leadership Team Minutes

9 am, April 8, 2016, Rankin Hall Conference Room 245

Chair: Mary-Herrington-Perry (for Lynn Maurer)
Recorder: Mary-Herrington-Perry (for Bill Baker)
Timekeeper: Shelley Arvin

Members Present: Arvin, Bernard, Chao, Hampton, Herrington-Perry

Members Absent: Baker, Hare, Maurer, Myers, Powers

I. Impromptu Discussion: What is your favorite place on ISU's campus?

The library is a good hideout except for Shelley. Other favorites are the pond behind Rankin, the fountain (good place for people watching), and education's atrium. Some members remember the towers and the nesting peregrine falcons there.

II. Review of the Minutes

The March 25th Minutes were approved by consensus.

III. Discussion of the New Draft of the Provost's Award(s) for Student Learning Assessment/Improvement

Herrington-Perry highlighted the changes she made based on the discussion at the last Assessment Council meeting. She clarified that any academic area unit submitting a plan is eligible to participate. Members agreed that the draft was ready for the Assessment Council's review.

IV. Review of the Revised Draft of the Rubric to Assess the Student Learning Summary Reports

Herrington-Perry identified key changes, which focused on ensuring that there were discrete criteria for each item at each level. Members recommended that "Unable to Judge" be changed to "Undeveloped." They agreed that in this first year, those reporting on assessment and those assessing the reports have a big learning curve and likely will identify needed changes for subsequent years.

V. Discussion of Term Limit Implementation for Members of the Assessment Council

It was agreed that the 3-year term limits apply only to the 7 faculty members and the 2 associate deans, and it was noted that members are allowed to serve a second three-year term. After some discussion, the group decided to poll members to determine what length of term they were willing to serve and to draw straws only if polling did not result in sufficiently staggered terms.

VI. Development of April 15 Assessment Council Agenda

Members agreed that items would include the Provost's Assessment Award, the Student Learning Summary Report Rubric, Term Limits, and the 2016-17 Meeting Schedule (with a preference for retaining the 9am Friday meeting time).

VII. Updates from the Coordinator

- a. ALT will hold its planning meeting with breakfast on April 22. There will be no summer retreat.
- b. Certificate programs do not need to submit Student Learning Summary Reports if their curriculum is a subset of a degree program that is assessed.
- c. Alternatives for providing the Coordinator with access to attachments to the Student Learning Summary Reports include posting them on a program, department, or college website and including the URL in the report; or posting them in a Blackboard site and providing the Coordinator with access. It is not known at this time whether posting them in shared folders on the L drive is a viable solution.
- d. Reminders
 - i. Assessment Reporting Q&A, 9:30am, April 14th, FCTE
 - ii. Assessment Council: 9am, April 15th, Parsons Hall 210

VIII. Adjournment

The meeting adjourned at 9:47 am.