

**Meeting Minutes: Assessment Council**  
**January 24, 2014 – 1:00 p.m. – HMSU 421**

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**Attendees:**

<b>Name</b>	<b>Representing</b>
Arvin, Shelley	Library
Bodey, Kim	Faculty-at-Large
Cain, Ruth	Assessment and Accreditation Coordinator
Childs, Chris	Student Success
Hampton, Eric	Bayh College of Education
Hare, Molly	College of Nursing, Health, and Human Services
O’Laughlin, Liz	Faculty-at-Large
Yousif, Bassam	College of Arts and Sciences
Ms. Sowmya Challa	Student

**I. Welcome and Introductions**

Ruth Cain introduced Lynn Larimer as the new Administrative Assistant to the group.

**II. Minutes**

The minutes, from the November 15, 2013, meeting were made available for review. A motion was made to approve the minutes. The motion was approved.

**III. Updates**

Ruth Cain updated the Council members on the following:

- The Higher Learning Commission accepted our assessment progress report with no follow-up required until the next comprehensive evaluation in 2020-21. The Provost will send a memo to the campus emphasizing the expectations for ongoing engagement in assessment.
- HLC Assessment Academy progress – the writing assessment evaluation is finished. Ruth prepared a draft report and shared it with the Academy Team. Rob Perrin, Susan Latta, and Katie Fredlund were pleased with the results. The results and data will be uploaded to the assessment website and shared with the Foundational Studies Council soon. Need to identify additional key people and committees to review results.
- On March 31 there will be a Signature Assignment Summit, coordinated by ICHE and supported by a grant from AAC&U. The initial intent was to focus on assessment of the transfer core, but it has expanded to include major programs. It will focus on identifying parameters for signature assignment – critical thinking, quantitative, literacy, and writing.
- Indiana is one of nine states participating in a multi-state collaborative on assessment. We have indicated that ISU would like to participate in the initiative, but Ken Sauer has not yet indicated whether we will be included.

- Reminder to register for Assess for Success conference.

#### **IV. Assess For Success Planning Updates**

A copy of the Assess for Success schedule was provided for the Council members.

- Molly gave an overview of the four concurrent workshops that are targeted as advanced, middle and beginning levels. Ruth suggested having session chairs to help keep time, introduce the presenters and pass out evaluation forms.
- Shelley reported that four poster ideas and two verbal commitments had been received. Today is the deadline to submit abstracts, but it was decided to extend the deadline to January 31. The theme of the posters should reflect using assessment results to improve academic and non-academic programs.
- Bassam reported on the publicity activities – flyers will be placed around campus and postcards will be sent next week. Ads in the Statesman will begin next week.

There was not an evaluation committee formed. Evaluations will be one form with all events on one sheet. Copies will be included in the packets and given to the session chairs. Lunch will be provided for everyone attending the conference. The afternoon session will take place in the same room. An announcement will be made approximately five minutes prior to Dr. Finley's introduction. Ruth will do the welcome this year, which will give her the opportunity to thank people, etc. Dr. Finley will open with a brief presentation that will then segue into a workshop session. Dr. Finley will be arriving early afternoon the 20<sup>th</sup> and she is on the agenda for the Foundational Studies Council. Ruth invited Council members to join her and Ashley for dinner that evening.

#### **V. Assessment Plan Coaching**

Patty McClintock will no longer be able to help with the coaching team. Kim Bodey has agreed to join Eric and Chris's team. Molly reported that her team had their first face to face meeting with two of their programs, the undergraduate programs in EES. Steve Aldrich is the assessment coordinator for those programs. He may not have realized that he needed to use the rubric, but has already identified things he wants to bring up for discussion. A third, Mark Stimley asked if the team has access to his areas assessment plan. Shelley, Eric and Liz are still working on setting up appointments.

#### **VI. Adjournment**

Meeting was adjourned at 2:00 p.m.