Meeting Minutes: Assessment Council
November 28, 2011 – 9:00 a.m. – HMSU 407

Attendees:

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
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<tbody>
<tr>
<td>Arvin, Shelley</td>
<td>Library</td>
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<tr>
<td>Brown, Liz</td>
<td>Associate Dean</td>
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<tr>
<td>Cain, Ruth</td>
<td>Assessment and Accreditation Coordinator</td>
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<td>Childs, Christopher</td>
<td>Student Success</td>
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<tr>
<td>DePaolo, Concetta</td>
<td>Scott College of Business</td>
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<tr>
<td>Downs, Wil</td>
<td>Business Affairs</td>
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<tr>
<td>Hampton, Eric</td>
<td>Bayh College of Education</td>
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<tr>
<td>Johnson, James</td>
<td>Graduate Student Association</td>
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<tr>
<td>McClintock, Patty</td>
<td>Institutional Research</td>
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<tr>
<td>McLaren, Bruce</td>
<td>Associate Dean</td>
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<tr>
<td>O’Laughlin, Elizabeth</td>
<td>College of Arts and Sciences</td>
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<tr>
<td>Powers, Susan</td>
<td>Academic Affairs</td>
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<td>Yousif, Bassam</td>
<td>Graduate School</td>
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<tr>
<td>Boyd, Jerry</td>
<td>Associate Dean (Visitor)</td>
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<tr>
<td>Rogers, Nancy</td>
<td>Academic Affairs (Guest)</td>
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I. Review and Approval of Minutes

The minutes from the October 24, 2011, meeting were made available for review. A motion was made to approve the minutes. The motion was seconded and approved with one abstention.

II. Experiential Learning – Dr. Nancy Rogers

Nancy Rogers was invited to attend the Assessment Council meeting to discuss experiential learning with the committee members. She discussed the following:

- Experiential learning is defined as hands-on application with what students have learned in the curriculum in a variety of settings. It can be community engagement activities, an internship, undergraduate research, service learning courses, etc. If there are established learning objectives and if there is hands-on learning, it is experiential learning.

- Students need to have progressive responsibility and receive feedback for the work they are doing.

- Community engagement is not just local and not all community engagement is experiential learning.

Examples of experiential learning were discussed.
The Assessment Council members want to help individuals to better understand what community engagement/experiential learning is so that the effectiveness can be evaluated.

The focus of Assess for Success Day will be experiential learning. Nancy Rogers suggested the following possible sessions:

- A session for faculty to learn about how internships can be assessed more effectively.
- A session providing strategies for determining whether or not the experiential learning is actually meeting the learning objectives.
- Tom Stieger could present a session on his work with undergraduate research.

Names of possible keynote speakers will be forwarded to Ruth Cain.

Liz O’Laughlin noted that she is a member of the campus-wide Internship Board. It was suggested that the Assessment Council meet with this group to discuss common criteria.

III. Updates

Ruth Cain updated the group on the following assessment grants:

- A $362.32 grant was provided for the College of Technology to purchase lunch for their recent assessment retreat. Over thirty faculty members attended. Eric Hampton worked with the group on assessment data. Carrie Harris and Joe Ashby also facilitated a session. Ruth Cain presented a session on Assessment Basics and a session on TaskStream.

- A $300 grant was provided for the Department of Languages, Literatures, and Linguistics for the pilot of an assessment test.

Ruth Cain, Susan Powers, Jerry Boyd, Linda Maule and Chris Fischer attended the HLC Assessment Academy. The team worked on the University’s assessment plan. The next four years will focus on Foundational Studies with the first year concentrating on assessing writing. Several members of the team met with CAAC to communicate the plan. An information sheet will be developed and distributed to the campus.

IV. Assess for Success Planning

The focus of Assess for Success day will be experiential learning. The Assessment Leadership Team also suggested the following topics for possible sessions:

- How to present assessment data
- Socializing students on the importance of assessment
- Assessment basics (Eric Hampton will lead)

The Assessment Academy will be contacted for suggestions of possible keynote speakers.
V. Council Subcommittees

A sign-up sheet was provided for the committee members. The subcommittee members are as follows.

Assess for Success Day

Posters

Liz O’Laughlin
Molly Hare
Liz Brown/Jerry Boyd
Susan Powers

Speakers and Workshops

Ruth Cain
Patty McClintock
Eric Hampton

Marketing and Operations

Concetta DePaolo
Bruce McLaren
Tom Derrick
Jim Johnson
Shelley Arvin

A-Team Initiative

Cindy Crowder
Ruth Cain
Wil Downs
Chris Childs

VI. Review of Assessment Institute

Ruth Cain and Shelley Arvin attended the 20th Annual Assessment Institute in Lisle, Illinois. They updated the committee members on the sessions that they attended.

One session discussed a university’s establishment of a group of 30 students as their assessment ambassadors. They raised awareness and advocated assessment. This idea could be adopted into experiential learning and could help with the assessment process.

VII. Adjournment

Meeting was adjourned at 10:00 a.m.