

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

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**Attendees:**

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

**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.

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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.

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**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 20<sup>th</sup> 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.