

Meeting Minutes: Assessment Council
April 27, 2012 – 1:00 p.m. – HMSU 407

Attendees:

Name	Representing
Cain, Ruth	Assessment and Accreditation Coordinator
Childs, Christopher	Student Success
Crowder, Cindy	College of Technology
DePaolo, Concetta	Scott College of Business
Hampton, Eric	Bayh College of Education
Hare, Molly	Nursing, Health & Human Services
O’Laughlin, Elizabeth	College of Arts & Sciences

I. Review and Approval of Minutes

The minutes from the February 24, 2012, meeting were made available for review. A motion was made to approve the minutes. The motion was seconded and approved with six in favor and one abstention.

II. Feedback on Access for Success

Ruth Cain shared the comments received on the feedback forms. Overall comments were positive. The general perception was that the day contributed to improving engagement in assessment. The following suggestions were made by the participants and the committee members.

- Have more hands-on workshops and share examples.
- Have session tracks available for the different levels of assessment.
- Have more time for the poster session.
- Have less time for the poster session.
- Have small discussion sessions.
- Conduct round table discussions.
- Have topic tables over coffee.
- Include more student groups.
- Have workshops and sessions that are based on where groups are in assessment.
- Have poster sessions that involve students. They could observe the different plans and outcomes and decide which program they would choose by rating them.
- Participants could leave each session with a pamphlet, a how-to-do list or a bookmark with informational facts about assessment.
- Do “speed assessment” with different stations. The participants could get a stamp at each station and if they complete all stations, they could receive a prize.
- Individuals with more knowledge of assessment could be matched up with people who need feedback.
- Participants could bring someone with them to move away from the culture of having one person do assessment.
- An exit sheet could be provided to get information of where people are in assessment.
- More emphasis could be placed on A-teams and more advanced workshops could be held for them.

The group discussed whether a half day or whole day would be best for Assess for Success. The following was suggested.

- Do a half day with another hands-on opportunity in the afternoon. They could bring their assessment plans and receive feedback.
- Have people who are knowledgeable volunteer and do an interview session.
- Having good participation on Friday afternoons is difficult. A 12:30 p.m. to 2:00 p.m. session could be held.

III. HLC Statement on Student Learning Assessment and Accreditation

A copy of the new HLC criteria for accreditation was provided for the committee members. More emphasis has been put on assessment. The process for accreditation or reaffirmation has also been revised. There are three pathways from which to choose. The University will need to decide which pathway will be pursued over the next ten years. The on-campus visit will be 2021. The six fundamental questions about assessment will be a beneficial tool to use next year. These questions can be used in conversations with chairs and faculty.

IV. Year in Review

Ruth Cain will be reporting to the Board of Trustees during their May meeting. The Provost has asked her to share what programs have completed a cycle, what programs are on track to complete a cycle and what programs are not on track.

Ruth will meet with Tara Singer in Communications and Marketing to discuss ways to get information out about Assessment. Their department publishes a piece called Access. It is a brief that goes out once a month to the Board of Trustees. Tara will add an assessment piece. Stories will be shared about the ways assessment has made substantive impacts on learning.

Ruth noted that engagement in assessment has accelerated due to the committee's work. As people work through their plans, they will realize ways to improve those plans and the Council can help with the improvement.

V. Goal Setting for 2012-2013

The committee members were asked to list possible goals to for next year. The Leadership Team will have a retreat on May 23 and the suggested goals will be used for discussion. They are as follows:

- Use a thermometer to show activities on the matrix or have a tree with leaves that could represent different departments or colleges.
- Conduct periodic reviews of department assessment activities and provide feedback to the council.
- Specifically charge A-teams with a goal or mission and have the Council facilitate and guide the process.

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- Assess assessment plans for each individual department to help others become familiar with good assessment practices.
 - Have more student participation in assessment practices at ISU.
 - A-team members will have advanced knowledge of assessment.
 - Develop a plan or strategy for assessing assessment plans.
 - Increase the number of non-academic programs involved in assessment.
 - Increase understanding of progress as well as barriers implementing assessment for nonacademic programs.
 - Communicate findings of Foundational Studies assessments, i.e., writing goals to model communication of outcomes and use said data to make changes.
 - Engage in continuous improvement through Foundational Studies assessment plan.
 - Increase understanding of assessment purposes and advantages among Board of Trustees.

Ruth noted the priorities from last year.

- Assessing assessment plans
- Strategy for the A-teams
- Enhancing the infrastructure
- Communicate expectations

VI. Adjournment

Meeting was adjourned at 2:00 p.m.