Assessment Leadership Team Minutes 12/7/18

Attendance: Shelley Arvin, John Sare, Joe Harder, Kelley Woods-Johnson, Malea Crosby, Eric Hampton

1. Welcome
	1. Approval of the Minutes
		1. Shelley will update her report to reflect the discussion on the co-curricular report.
		2. John motions to approve, Joe seconds. 6-0-0
2. Reports
	1. Chair (Shelley)
		1. Co-Curricular report is on the agenda for faculty and staff senates. Shelley can give more information on dates per request.
		2. Stephen Patton is working on a user interface for the artifact repository. They will provide additional updates soon.
	2. Coordinator (Kelley)
		1. Board of Trustees Presentation: I provided data to Monica Love regarding closing the loop on assessment using data from corresponding sections of the SOAS reports (see handout). Data indicated a positive increase in participation and quality of use and sharing of assessment findings to influence change. Monica followed up with a request for specific examples of closing the loop, so I provided summaries from one program from each college.
		2. HLC 2020 Website: The site is live, and updates will be posted on the site as we get closer to developing the argument and gaining input from faculty and staff.
	3. Members
		1. Joe – SCOB is in year of record and site visit is next year.
		2. Malea – BCOE getting ready to submit self-study for CAEP in February. All data due today to Malea for compiling prior to meeting in Janaury.
3. Old Business
	1. Strategic Planning
		1. Kelley – Will we have a meeting next week with Assessment Council at which to discuss this? It was suggested that Kelley contacts members to determine in advance if we should cancel the meeting.
		2. Kelley – Are the three goals presented the goals we want to work on advancing?
			1. Eric – How much does an AMS usually cost? Kelley – Our TaskStream contract was $27,000/year. How will we justify this?
			2. Kelley – Committees to investigate the strategies
			3. Joe – Interested in serving on the AMS investigative committee. The ability to streamline data into a central AMS helps shape awareness and culture around assessment and its routine in our processes.
			4. John – Can Co-Curricular units use AMS? Kelley – Yes
			5. Eric – Is this a job for Assessment Council or for university leadership? Kelley – Our role might be best seen as setting the priorities, creating the strategies and measures of success, and making recommendations where higher authority and budget is required to leadership.
		3. What would success look like?
			1. Shelley – (Success looks like) For competence F/S are able to talk about and show competence through the performance of assessment.
			2. Joe – (Success looks like) At SCOB assessment retreats, a goal is that every faculty member is cognizant of what assessment is about, what is expected, and that assessment plays a role in their life. This is something that is incorporated into the Day of Me.
			3. Eric – Have people been able to actually see assessment crabs converted into actually being engaged with assessment?
				1. Malea – Improvement has come through making it clear how assessment can be meaningful and useful. Having near 100% participation doesn’t necessarily mean everybody’s a believer, but it’s a step toward getting people on board.
			4. Shelley – What do you mean by measures? Is this a gut feeling or a formal measure?
				1. Kelley – It would need to be detailed how we will formally understand this.
				2. Malea – Suggests minutes can reflect engagement as a concrete measure.
				3. Eric – Do we think faculty would do a survey to report their awareness and capacity?

Joe and Edie suggest this would be helpful and likely to be somewhat engaged with.

Eric – We might actually be a place institutionally where awareness is up enough to get engagement with such a survey.

Kelley – Program chairs lunch

II. Spring Agenda

1. Summary of SOAS reports
	1. Kelley – Provost’s Award call for nominations
	2. Joe – How will we evaluate how the process went overall, and how will we enact what we learned?
	3. Eric – How will it get reported & shared?
	4. Joe – AMS investigation and RfP
	5. Shelley – Student Artifact Repository protocols for use, communication of expectations, workflow
	6. Shelley – Follow-ups on Staff Council and Faculty Senate feedback on co-curricular reporting, following through on the rollout

Announcements

1. John – Leaving for a position in January at College of Charleston. Implores the Assessment Council to pressure Student Affairs to continue to lead co-curricular assessment and development.