

## Assessment Leadership Team Minutes

9am, October 20<sup>th</sup>, 2017, Rankin Hall Conference Room 245

**Present:** Armstrong, Donlan, Harder, Herrington-Perry, Myers, Paterson, Sare

**Absent:** Arvin, Baker, Dhome, Maurer, Powers

1. Call to Order

Herrington-Perry called the meeting to order at 9:10 am.

2. Review and approval of the 09.01.17 minutes

Donlan moved and Armstrong seconded the motion to approve the minutes. They were approved with one abstention.

3. Examination of ISU's Results from the Multi-State Collaborative to Advance Learning Outcomes (MSC)

At the end of the spring semester, Herrington-Perry submitted artifacts to the MSC from ISU seniors in support of three learning goals: Critical Thinking, Quantitative Literacy, and Written Communication. These artifacts were assessed this summer by scorers trained by the AAC&U. Seniors' average scores were at or slightly below Milestone 2.

Members noted that the AAC&U critical thinking rubric criteria offer practical strategies for improving teaching and learning, and they suggested that the FCTE might be able to offer related professional development sessions.

Herrington-Perry has shared the critical thinking results with the University College Council. She and Dr. Chris Fischer will share the results and lead a discussion about what the rubric criteria tell us about critical thinking at the FCTE on Nov. 2<sup>nd</sup> at 12:30pm. Members are encouraged to attend and to invite their colleagues.

Once the Coordinator receives the nationwide report on the results of the Multi-State Collaborative, she will share ISU's complete results with the Assessment Council and the University College Council.

4. Discussion of the History and Future of Assessing the Co-Curriculum

Herrington-Perry distributed a 2010 document called "Non-Academic Unit Assessment Model." This model, developed by the Assessment Council and approved by upper-level administrators, required all non-academic units to implement an assessment model that included a mission statement, goals, outcomes, performance criteria, program activities, assessment, evaluation, and planned improvements. For a short time, many non-academic units complied with this mandate, but it subsequently was set aside (in practice, not formally). As we prepare for the next HLC visit, the question is, which non-academic programs should be assessing student learning, what model should they use, and how will documents and results be shared?

The HLC requires institutions to assess learning in all curricular and co-curricular programs. (A co-curricular program is any that complements or mirrors learning in the curriculum and thus includes career services, community service, residential life, service learning, student government, study abroad, tutoring, etc.)

The ALT agrees that the 2010 plan is too extensive to be practical, given that it requires all non-academic units (mailroom, payroll, etc.) to participate. Harder described the assessment efforts of the Meis Center which supports student development and career prep: It maps its goals to the college's, requires students to take quizzes after training (for example, on ethical reasoning), and complete surveys. Staff analyze the data and develop action plans to improve performance.

Paterson noted that there are pockets of co-curricular units that are engaged in similar systematic assessment activities. The key will be determining who is and who should be doing so. Members agreed that to ensure participation, appropriate units should be required to assess learning in a simple, one-step-at-a-time manner.

5. Feedback on the Proposed Assessment Events Calendar

At last Friday's Assessment Council meeting, members decided to proceed with the development of an Assessment Calendar that would identify and promote campus-wide assessment activities, help units plan activities, and help us avoid duplication and survey fatigue. Members agreed to seek information from their units/colleges about the dates of/deadlines for six assessment-related activities:

1. Key Assessment Events (college/unit assessment day, assessment retreat, etc.)
2. Assessment Committee Meetings (college/unit)
3. Assessment-Related Professional Development Activities (on-campus presentations, workshops, webinars, panels, and off-campus workshops or conferences ISU employees will attend)
4. Assessment Report/Document Due Dates (Provost's Assessment Award Applications, Student Learning Summary Reports, Success Reports, etc.)
5. Key Accreditation Events (i.e., campus visits)
6. Surveys (institution-wide and unit)

The Coordinator reminded council members that she would like their lists by October 27<sup>th</sup>. She also handed out a hard copy flyer of professional development activities. Once she receives suggestions for its revision, she will email it to council members and program chairpersons.

6. Updates from Council Members

- Armstrong: The HLC Criteria 3 and 4 Committee is collecting artifacts as evidence for each of the criteria and subcomponents to identify sources of info and gaps.
- Sare: ISU hosted the Indiana Student Affairs Association annual conference. His presentation focused on his division's development of a simple assessment plan that uses existing systems to collect, analyze, and report data.
- Coordinator: Ms. Tracy Osborn, New Student Programs Director, will be replacing Carrie Lutz as the representative. The Coordinator will be attending the Assessment Conference at IUPUI Sunday through Tuesday. She has not received any additional SLSRs.

7. Adjournment

The meeting adjourned at 9:55 am.

**Upcoming Events:**

- October 30<sup>th</sup>, 3pm, What New Faculty Should Know About Student Learning Assessment, UH102 (MHP)
- November 1<sup>st</sup>, noon, Focus Groups Techniques through Television Shows, FCTE (Amy French)
- November 2<sup>nd</sup>, 12:30pm, Critical Thinking Assessment/Effective CT Assignments, FCTE (Chris Fischer and MHP)
- November 3<sup>rd</sup>, 9am, Assessment Leadership Team, Rankin 245
- November 10<sup>th</sup>, Assessment Council, 9am, Federal Hall Room 222
- November 16<sup>th</sup>, 2-3 pm, Motivating Participation in Student Learning Assessment (Joe Harder)
- November 17<sup>th</sup>, 9am, Assessment Leadership Team, Rankin 245
- December 1<sup>st</sup>, 9am, Assessment Leadership Team, Rankin 245
- December 8<sup>th</sup>, Assessment Council, 9am, Federal Hall Room 222