

Assessment Committee

November 10, 2010

Meeting Location & Time: Dean of Students Conference Rm (3:00pm – 4:30pm)

Members Present: Dr. John Grotgen, Dr. Kimberly Tanner, Brenda Beasley, Shawn Phippen, Ann Stone, Josh Robertson, Ann Lacey, Crystal Goode, Rhett Moore

Members Absent: Holly Wright, Brian Roberts, and Sarah VanKuiken

Guest: Dr. Patrick Biddix, Higher Education Administration program.

Meeting Minutes

1. The meeting began with a general discussion of CIRP and its application as supporting data when completing departmental Institutional Effectiveness Plans/Reports. Members agreed it would be beneficial to review the actual survey content in addition to the PowerPoint of results previously provided.
2. Dr. Grotgen passed out the proposed 2010-2011 Committee Goals discussed in October. Following an opportunity to review handout the committee discussed changes to phrasing. Goals will be revised and emailed to committee members by Crystal Goode.
3. Dr. Biddix met with the group to discuss the proposed collaboration between Student Affairs and Higher Education students. Discussed availability of master and doctoral level students to assist with conceptualization of assessment plans including measure of learning outcomes and the “why/what” questions to be assessed. In addition, students would be able to provide suggestions on areas of improvement and actual measurement of outcomes as well as assist with collection of information via surveys/focus groups/etc. Student placement/roles would be dependent on needs of the department and educational level. Would require active participation and collaboration between Dr. Biddix, individual Department Heads, and assigned students. This may include regular communication between students and Department Heads on progress, Department Head attendance to course meetings, etc. Students would be able to work under graduate assistantships or internships. Some campus departments have already received assistance from students with positive outcomes. Brenda Beasley volunteered to collaborate with Dr. Biddix and the graduate students for Orientation’s assessment process thereby serving as a pilot project for the committee.
4. Formalization of the Assessment Process is still pending though members agreed to have Department Heads submit 2010-2011 plans by December 17th for review in the Spring.
5. Next meeting scheduled for January 12th from 3:00pm – 4:30pm in the Dean’s Conference Room.
6. Meeting adjourned by Shawn Phippen.