

ASSESSMENT COMMITTEE MEETING MINUTES

Thursday, February 11, 2016
Lincoln Room, Memorial Union
2:30-3:30

In attendance:

Vickie Kelly, Elaine Lewis, Shawn Stacey, Kayla Carter, Sarah Cook, Jane Carpenter, Denise Ottinger, Joel Blume, Nancy Tate, Amy Memmer, Gloria Dye

1) Assessment Extravaganza Follow-Up

Thanks to Nancy, Kayla, Sarah, Jane, Melanie, Karen, Mary Pilgrim, and Michael Gleason for all the help! We had 97 registered participants. The posters and handouts are up on the assessment website, and the video (after editing and closed-captioning) will also be posted to the website as soon as it's ready. Joan is scheduling follow-up visits with each school/division in which Nancy, Vickie, and Kayla will discuss the assessment results, what meaning/impact have for each school or division and "close the loop." Sue will get Melanie the feedback that might be collected on the CTEL registration. Many individuals claimed they heard good questions, discussions, and that the handout packets were extremely helpful.

2) Update on Assessment Plans and Next Steps

All assessment reports and plans have been finished/reviewed and feedback has been provided. The plans are posted to the website (but not the rubrics and reports). Most academic programs have assessment plans, but now focus is on co-curricular programs. Vickie has list of who is re-doing/editing their assessment plans, and is scheduling meetings with co-curricular programs to start working on their assessment plans.

For those who will be on Assessment Committee next year:

Timeline for Reviewing Assessment Reports and/or Re-Done Assessment Plans

- Short training on assessment plans, reports, & rubrics for reviews at next meeting (how to read and rate).
- Plans due June 30th; small groups of 2-3 will receive sets of plans in July to review and rate over the summer.
- Saturday meeting in Aug/Sept for small groups to discuss their assigned sets of plans and rubric scores for rater consistency and group consensus.

3) Assessment Committee Re-Structuring

Nancy provided a handout that outlines the transition from the 2-yr to 3-yr committee membership (extending the appointment), so that eventually only 1/3 of committee members each year instead of half- keeping more institutional knowledge. The schedule on the document is a work in progress.....

4) Co-Curricular Program Assessment Plans

A Co-Curricular Program is anything that impacts students but does not provide a degree/certificate.

Vickie and Jean gave workshop/presentations to groups of co-curricular staff/faculty- very good turn out and led to good discussions; they wanted to gather feedback from others associated with the programs.

Vickie handed out sample draft of the co-curricular assessment plan template (still in progress). Mentioned that the form really is going to need an instructions page with definitions and examples. Once template is ready, a couple of programs are ready to start trying it.

Not just numbers of participants or participant satisfaction (although still important because not everything will be associated with an SLO), but how contribute/impact student learning?

Three types of Outcomes: Learning Outcomes, Life Outcomes, and Administrative Outcomes

5) Administrative Support

CJ Crawford not at Washburn anymore. Vickie and Melanie trying to get a full-time position split between assessment and CTEL; stuck in logistical details but Nancy will sort out.

NEXT GOALS:

- Getting assessment reports ready to go out to departments for next year
- Update website with different rubrics, checklists, examples of measurement instruments used

NEXT MEETING:

Thursday, March 10, 2016

2:30-3:30, Lincoln Room Memorial Union