

Oregon State University
Student Affairs Assessment Council Meeting
Minutes
March 12, 2008

Present: Eric Hansen, Beth Dyer, Jo Alexander, Jodi Nelson, Lisa Hoogesteger, Tina Clawson, Melissa Yamamoto, Pat Ketcham, Michele Ribeiro, Barb Cormack, Kami Hammersmith, Ann Robinson, Gina Shellhammer, Joakina Modé, Rebecca Sanderson

Agenda:

1. Updates and reports on reviews
2. Student Voice: Policy Statement on use and download of others assessment plans/work, etc.
3. Summer Assessment Council Retreat
4. Webinar Invitation

Minutes:

1. Updates: Rebecca explained that all assessment reports/plans that assessment council members have is what she has. There was a meeting with Larry Roper and they are both working to make sure things flow smoothly especially after the realignment.
2. Student Voice
 - a. Jodi suggested adding the URL to the Policy Statement. Rebecca agreed to do it.
 - b. A copy of all other suggestions are below in bold:

Specific OSU personnel have been **granted access** to the Student Voice resources provided by the Division of Student Affairs. Because access to others work is available for viewing and download, users of these resources agree:

- to use that access according to the OSU Acceptable Use of University Computing Resources policy (<http://oregonstate.edu/aup.htm>);
- to respect the work of others and to refrain from using the information in any way that could cause harm, embarrassment or other damage to the unit/department or author of the plan and/or report;
- to use information from other plans/reports only to advance the use of and learning about assessment for continued improvement;
- to document and give credit to other's intellectual property if used in presentations, reports, plans, etc., **and obtain permission from the author**

Access to this information is a privilege granted **to** users in order to further the work of the Assessment Council and others in the Division involved in advancing their learning and use of assessment for continued improvement. Please treat that access with the respect and care that it deserves.

Thank you,
The OSU Student Affairs Assessment Council

- c. It was also suggested to include a section that explains that all data and material is for internal use only.
 - d. When employees/ graduate students leave, they will no longer have access; there may be access granted to accreditors at some point.
3. Summer Assessment Council Retreat: **June 25th, 2008**; Larry Roper should be able to attend that day.
 - a. Planning Committee
Jodi Nelson
Rebecca Sanderson
Jo Alexander
Tina Clawson
Pat Ketchum (?)
 - b. Agenda Ideas: Focus on the retreat?
 - OSU entering Student Survey data, next steps, how to use it?
 - What loose ends were there after talking to Larry?
 - What may be of interest to other departments? Specific data items?
 - Making information more accessible to others. Rebecca suggested making data cards that are modeled after baseball cards. The information would be easily accessible and can be passed around conveniently.
 - Assessment Council members are willing to work on a one-page write up before the retreat so it can be presented at the retreat.
 - Rebecca will provide the Power Point Equipment. She is also working on providing updated data.
 - Eric willing to create a format, template to fill out with updates.
 - A different location is being contemplated. Someone suggested the Carriage House at the Fairgrounds.
 - c. Other discussion: Eric suggested there be updates on data done in cohorts. It is helpful to know what projects go on in different departments.
4. Webinar: Minority Student Success and Engagement; Academic Success Center **Noon to 1pm; March 26, 2008**. Data from Eduventures.
 - a. Group invited to see specific data. Anyone who wants to attend from the Student Affairs Assessment Council is welcome to attend.
 - b. Eduventures is a research company collecting data on minority students (students of color) and the factors that attract them to OSU, what keeps them here, etc. Valuable data coming in.

Next meeting [Wednesday, April 2, 2008](#) in MU Council Room from 9am to 10:30am