

Student Affairs Assessment Council

Agenda

September 29, 2004

Attendance: Pat Ketcham, Lisa Hoogesteger, Kent Sumner, Jodi Nelson, Ann Robinson, Kami Smith, Eric Hansen, Rick DeBellis, Rosemary Garagnani, Gina Shellhammer, Mina McDaniel, Susan Leslie, Cori Hall, Ryan Collay, Rebecca Sanderson

Assessment Plans?? Just a quiet reminder that we are still taking assessment plans. . . .

Symposium Planning:

Any Committee Reports:

1. Program— The program committee continues to work to refine the program and to get speakers and sessions into slots. They have begun to discuss the printed copy of the program, etc. and are meeting again today. It was decided that we would provide registrants with a folder with the program, bios of presenters, and several handouts. Rick and Rosemary graciously offered to provide the folders for the symposium.

2. Featured speakers— Rebecca will try to contact Marilee this week to see if she can give us the titles of what she is going to be speaking on. Also, Charles Grisham asked how we wanted to use his presentation time. He could do basically what he did in North Carolina but could also add some new work with HP and students using tablet computers in class (partnership with HP). Group decided to have him do the 3 parts, HP partnership, virtual lab, and his use of the tablet for assessment and classroom discussion.

3. Books and materials (including annotated bibliography)— Rebecca distributed several handouts for the group to consider in terms of putting in the packets for the symposium. It was decided that the Bibliography (with some edits), the Assessment Plan checklist, and the where you can publish assessment articles handout should go in the packets. The other handouts should be available at a resource table.

It was also decided that all things that need to be copied should be sent to Rebecca by November 1. She will take care of copying and then Eric will ask for “stuffing” help from student employees in Housing.

4. Registration— Going well. We have about 89 registrants to date. Several strategies for increasing the enrollment were discussed and will be implemented.

5. Web services— Going well!

6. Evaluation— Rebecca distributed the draft revised symposium evaluation for the group to review. Several revisions were suggested and will be implemented. Eric will post the revised eval on the web.

7. Advertising and Marketing— Kami indicated that she believed that there was going to be an article next week in OSU This Week and perhaps on the daily email notice as well. She is going to check on that. Also, it was suggested that another email from Sabah might be helpful. Kami will let Rebecca know when that needs to occur. Also, flyers went out this week to faculty mailboxes. Mina et al will be contacting some faculty

to encourage their participation, especially in terms of having their assessment plan reviewed by Dr. Bresciani.

8. Vender displays— Rosemary indicated that she believed that TracDat would be coming and presenting. GoalQuest has not returned Rick's calls, etc. but Rebecca indicated that they were being brought in earlier by Bob Bontrager and would not be coming back for the Symposium. No one has heard from Erick Reich from Student Voice so it is assumed that he will not be participating.

Rosemary is going to check with Business Solutions, Survey Research Center, and the Library for them to set up resource tables.

9. Logistics—Rick will be handling logistics (and Rebecca felt more calm) as the group talked about av needs, ordering refreshments, tables for displays, etc. Likely by the next meeting we will have firmed up these needs.

Rebecca reported that Dining and the Hilton Garden will both be providing coupons for \$2 off lunch at their respective locations. Some indicated that we should let the Hilton Garden know they could have a crowd as service is slow.

Other?

Unbelievable effort and it is all coming together!! You are a wonderful group of people to work with!!

Next Meeting: October 14, 2004 9-11am in MU 110 Hope to see you there.