

**Student Affairs Assessment Council  
Agenda  
May 3, 2006**

**Attendance:** Pat Ketcham, Melissa Yamamoto, Kent Sumner, Deb Burke, Eric Hansen, Beth Dyer, Ann Robinson, Kami Hammerschmith, Suzanne Flores, Jessi Long, Jessica Heintz, Linda Reid, Rebecca Sanderson

**Finalizing CIRP questions**—18 questions with only one option for a response  
The group worked on wording and selection of questions for the CIRP and came to agreement. Rebecca will work on formatting and will have some students take a look at the wording also.

**What is next for us as the Assessment Council?**

- a. **Developing a replacement survey for the CIRP for next summer?** The group agreed that this would be a worthy project since we are getting more and more questions for the CIRP that we do not have adequate space for. Rebecca reported that the SOAR office is interested as are the Academic Advisors.
- b. **Better implementation of our learning outcomes? What would that mean and what would it look like?** The group talked about this and decided that we might need some additional training on how to better write these kinds of outcomes and also how to better measure them. It was suggested that we try to bring in someone next year to work with the Council and other units in student affairs on writing and measuring learning outcomes in Student Affairs. Rebecca and others are going to investigate who that might be.
- c. **Setting of our assessment council agenda as this year winds down and we begin to think about the summer and next year.** We began to set this agenda in the two items above and believe that will benefit us and the Division in our efforts to increase capacity and to better implement learning outcomes that align with our learning goals.
- d. **Summer Schedule** The group decided to meet once per month during the summer. We have dates set for June and Rebecca will set up dates for July, August and September.
- e. **Debrief of the peer review process for Assessment Plans. What have we learned?** We will debrief the peer review process for Assessment Plans at our next meeting—May 24 from 9-10:30. Members are asked to think about the process, what worked, what didn't, and how we can improve the process. This will be an important part of our own assessment and continued learning and improvement.

**Next Meeting: May 24 from 9-10:30 am in the MU Council Room**

This meeting will focus on debriefing of the peer review process. We need to get some of the suggestions, etc. for improvement on paper so that the process can be increasingly beneficial to everyone.

Also, maybe some discussion on how we feed data back into the overall system.