

Student Affairs Assessment Council

Minutes

January 26, 2005

Attendance: Jo Frederic, Beth Dyer, Rosemary Garagnani, Ryan Collay, Lisa Hoogesteger, Pat Ketcham, Kent Sumner, Susie Leslie, Gina Shellhammer, Kami Smith, Mina McDaniel, Ann Robinson, LeeAnn Baker, Rebecca Sanderson

Assessment Plans:

Implementing Review Process:
Use of Rubric for Review
Review Teams
Timing?

There was much discussion about timing and process for presenting assessment plans to the group. Further clarification was needed regarding how feedback would be delivered to departments and Rebecca stressed that numerical data would not be shared but would be used to get a better picture of where we are as a division. We will share the comments that are written on plans and also the suggestion sheet that is a part of the forms that were sent to reviewers.

The group decided that their target to get feedback to Rebecca for dissemination to departments was March 1.

Any reviewers who have completed a review by mid-February should notify Rebecca as we will start presenting plans to the Assessment Council as soon as we have some that have been reviewed. We hope to have at least two presented for the Feb 16 Assessment Council meeting. Since this is our first start at using the plans to inform our work there is no standard format for the presentation. Rebecca suggested that perhaps the Council might consider presenting from the perspective of the questions below.

Further, the question arose about whether or not members could invite people from their staffs to the meeting when their plan was going to be reviewed. The Council decided that might be useful and helpful to them for others to hear the feedback as well. Thus, Council members decided that may invite staff to the meeting to hear their reviews if they so choose.

There was some concern expressed that within the Council there is a basis of trust and understanding that we are working and learning together though this concern was not expressed in order to prevent the invitations—but was just a matter of concern and wanting us to maintain that level of trust and support.

Schedule for Group Review/Report of Plans:

What we are seeing?
What are common areas of excellence?
What are common areas in need of work?
What themes are being assessed?

Are there any plans (or parts of plans) that you reviewed that you believe should be set as examples for others? If so, which ones? How could we do this?

Other?

Is anyone interested in the executive summary or full report for the 2004 NSSE?
Several members expressed interest in this and Rebecca will forward them a copy.

Is anyone interested in a beginning workshop on presenting data? And/or beginning data analysis?

There was some interest in this but the group thought that spring term might be a good time to engage in this. They felt that Winter term would be full with the plan review and process. Rebecca will keep this on the agenda for Spring.

Rebecca is offering a Writing Outcomes conversation today at 3:00pm in MU 110. Anyone is welcome and bring your questions/plans, etc.