

Student Affairs Assessment Council

Minutes

July 14, 2004

Introductions: Cori Hall, CSSA graduate student working with Ryan this summer, joined us today and will be working with the council.

Announcements: Jo Frederic, Rick DeBellis, Barbara Cormack, Beth Dyer, Jessica Heintz, Sheila Roberts, Cori Hall, Janet Nishihara, Rosemary Garagnani, Jodi Nelson, Edie Blakley, Rebecca Sanderson

Symposium Planning:

Committees:

- 1. Program** *Pat Ketcham, Lisa Hoogesteger, Jodi Nelson, Rebecca—ex officio, Eric--web Hospitality—combined with Program*

Kent Sumner has joined the Program Committee. They will be meeting this week.

- 2. Featured speakers**—Maki and Bresciani *Rebecca, Beth, Rick—organizes transportation*
Nothing new to report

- 3. Books and materials** *Jessica and Rebecca as advisor*

Jessica has worked with the bookstore who will be contacting publishers. Not sure if will be able to get 25 books—because of the return issue. Other books were suggested and Rebecca will add them to the list and distribute them to Council membership.

Rosemary suggested that we provide an annotated bibliography in the symposium packets. Rosemary will pursue this.

- 4. Registration** *Jo, Joy, Janet, Rick as liaison to Joy—Eric will manage the web registration*

This group will be meeting soon. Ideas for having a pre-assessment triggered by registration was discussed.

- 5. Web services** *Eric*

- 6. Evaluation** *Ryan and Eric*

Ryan suggested that we might want to set specific learning outcomes for the conference. This was discussed in terms of strategizing about how to introduce into the conference assessment planning. It was decided that we would have as a part of the call for programs a section of learning outcomes expectations for each program. Thus, the speakers will be determining the outcomes of what they are expecting.

- 7. Advertising and Marketing** *Kami, Ann (out for summer), Sheila*

- 8. Vender displays** *Edie, Rosemary, Rick will deal with logistics*

This group will be conferring with Bob Bontrager about ways in which to approach business people in order to solicit venders. It was agreed that there would be some tiering of vendors. "gold" "silver", "bronze" or something similar.

To Do list from previous meetings

To Do Initially/Logistics:

1. Each committee will define a calendar of what needs to be done by when and who is responsible.
2. Program committee will determine who we want to invite to do presentations on what?
3. Program committee will determine what we want the structure to be in terms of number of break-out sessions, plenary sessions, etc.
4. Determine if we want refreshments of any kind—what and when—*yes for breaks and maybe in the morning—coffee, etc.*
5. Conference Room set-up: *Do we want a room set up with tables?? And other rooms set up theater style??*

Pre-conference Issues:

1. University Day: could Dr. Ray prime the pump? *Rebecca will ask.*
2. Could Larry prime the pump at the beginning of the year Student Affairs meeting? *Larry will do*
3. Could we set up a registration area for the conference with some materials, etc. at University Day? *Yes—Advertising and Marketing will arrange for this*
4. **Sending invitations to upper level administration-***Rebecca has asked to have it put on the President's calendar, Provost and VP calendars but no invitations have been sent. May want to develop a postcard to send to them.*
5. **Inviting a panel of upper level administrators to talk about what we are trying to produce in terms of graduates at OSU** (e.g., President, Provost, VP for Academic Affairs, VP for Student Affairs, Faculty Senate President, Chair of the Bac Core Committee) *(Larry suggested some of the people who put together the Ideal OSU Graduate to facilitate) Rebecca is working on this. The question we want them to discuss is: “When students graduate from OSU, what skills and areas of expertise do we expect students to have regardless of major.”*
6. Deciding if we want to invite sponsors like TracDat, StudentVoice, others? *Yes we do and there is a committee to deal with this.*

Program Ideas:

1. Janine Trempy—College of Science—doing some work with course embedded assessment in her classes (and is willing)
2. Ken Crane—Physics—not sure if he is doing something with assessment but he has done some innovating things in teaching
3. History department—talk about their process of peer review of teaching and how they developed it—how it is working, etc. – rubrics they use if any.
4. Ruth Steihl—CCLP—Eric and others from her classes may be able to help on topic
5. Survey research office
6. Course embedded assessment
7. Jessica White and Rich Shitaku—research in Student Affairs
8. Upper level administrator/faculty panel on what outcomes we are trying to produce in students
9. Campus climate survey results
10. Library—LibQual results
11. CIRP, NSSE, FSSE, YFCY Results
12. Admissions to do something about how they have used Sedlacek's stuff and what kinds of results they have gotten
13. OSU Marketing office
14. Business Solutions Group—demo on web survey possibilities
15. Set up intentional space for reflection and conversation—maybe a guided time?
16. Janine Allen—PSU—student learning in the classroom
17. Service-learning—PSU—university studies-capstone classes

18. Becky Warner—Sociology—what they have learned, mistakes made in their first try at implementing their assessment plan (seemed willing)
19. Maybe something about assessing outcomes in the liberal arts (I have heard much discussion that this is not possible like it is in professional fields)
20. Blake—doing a paper/research on dual enrollment program

Track Possibilities:

1. Just getting started
(may be able to do this in how we describe the programs themselves—e.g., This program is especially good for those who are looking for how to get started. Or This program is designed to expand upon initial assessment efforts.)
2. Moving toward—not yet arrived

Goals for the Symposium:

2. Broaden awareness of and raise level of expertise in assessment at OSU
3. Foster a deeper understanding of assessment and the relationship to student learning
4. Engage faculty in conversation with other parts of the university that are also engaged in student learning
5. Lay a foundation for assessment partnerships
6. Showcase expertise, learning, data, improvements at OSU involving student learning and outcome assessment

Some areas of logistics needing flushing out: Likely not an exhaustive list!!

Program structure

Program content

Advertisement and marketing

Invitations

Registration

Hospitality

Invited presentations

Calendar

Displays (like Business Solutions Group, Survey Research Center, OSU Marketing, Survey Research Center, Student Affairs Assessment Council, outside vendors maybe?)

Poster sessions

Symposium packets and what we want in them

Next Meeting: July 28—9-11am—MU 110. Hope to see you there.

August 4 meeting will be devoted to departmental assessment plans and reporting of results as there were some questions about that.