

Student Affairs Assessment Council

Minutes

August 18, 2004

Attendance: Jessica Heintz, Cori Hall, Kent Sumner, Pat Ketcham, Kami Smith, Eric Hansen, Jodi Nelson, Lee Ann Baker, Rebecca Sanderson, Gina Shellhammer

Assessment Plans: Questions??

The group had decided to devote some time this meeting to discussion of assessment plans that are due with the annual report—September 13, 2004. To clarify: (1) 2003-2004 Assessment Plans should be included in the annual report with a summary of results and any decisions made based upon those results—or what you learned. (2) 2004-2005 Assessment Plans should be submitted with mission, goals, outcomes, etc.—except results and decisions. Please send the 2004-2005 Assessment plans to Rebecca in electronic format so that she can distribute them to Council members to review and provide feedback.

Symposium Planning:

Discussion of proposed goals and outcomes for symposium

Goals for the Symposium: (developed several months ago)

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

The group had gone through a brainstorming session at the last meeting regarding goals and outcomes for the symposium. Cori Hall had taken that data and developed revised goal statements and outcomes for each of the goals. These were distributed at the meeting and the group commented, made suggestions, etc. but overall thought the work was good. Cori, Eric and Ryan will get together to work with the suggestions and will bring it back to the group.

Some discussion focused on how some of the goals seemed to be things we wanted to accomplish as a committee and others seemed like things we wanted others to get out of the symposium and that there might be a need to be clearer about that. Rebecca also reminded folks that for many people attending this symposium this will be the first exposure to assessment and therefore not to set the expectation for outcomes too high. Remember how far we have come in a year and also remember some of our confusion after Marilee's 2-day visit with us.

Any Committee Reports:

1. **Program** –Charles Grisham from U. of VA may be able to come to the symposium. Jodi is going to follow-up with this. He is the one from NCSTATE conference who had the virtual chemistry lab and also the way in which to track discussion in his large chemistry classes. Likely will want him to do a plenary and also have a spot in “talk with the experts.” The program committee will meet on Friday to work with this. All agreed that presenters should register in order to produce name tags.

Teryl Ross Larry Roper may do a presentation on needs of diverse students and/or how to interpret the data about what they need/want. This is a little unclear at this writing as Larry and Teryl need to talk—but the gist sounded good to the group.

2. Featured speakers—probably won't have the exact title of presentations until mid-late September. Is there a format you want all speakers to provide in terms of description, outcomes, etc.?

3. Books and materials (including annotated bibliography)—Jessica has been in touch with the bookstore and everything seems to be on track. She is going to follow-up with them concerning tables, etc. The group thought that Rick was going to handle the book drawing/give away—logistics were discussed as Rick was not at the meeting.

4. Registration—Web registration should be up by the end of the day and Rebecca will have Gigi send it out to all OSU.

5. Web services

6. Evaluation

7. Advertising and Marketing—Kami has reserved a space at LaSells for University Day and will be getting the display going. The idea of having some sort of flyer and maybe buttons to give out was also discussed. Kami is going to check with the craft center to see about the cost. Likely will need help in staffing the table during University Day and also for set-up and clean-up.

8. Vender displays—Rebecca reported that she had had email contact with TracDat and that they seemed to be planning on coming to the symposium. This info was forwarded to Edie who was going to follow-up.

Other? Rebecca is going to be out from August 20-August 31—back Sept 1.

Next Meeting: September 1, 2004—9-11am—MU 110. Hope to see you there.