

Student Affairs Assessment Council

Agenda

September 1, 2004

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

Symposium Planning:

Any Committee Reports:

- 1. Program**—the program committee is working steadfastly to design and implement a great program. Charles Grisham from the University of Virginia is going to come and will be demonstrating his use of technology for instructional and assessment purposes. He is also going to be coming in early to work with some faculty via an idea Larry is working on. Other presenters are being negotiated with in terms of timing, etc.
- 2. Featured speakers**—nothing new to report
- 3. Books and materials (including annotated bibliography)**—nothing new to report
- 4. Registration**—to date we have 64 registered and have filled the requests to have individual consultation with Marilee on assessment plans—Eric is going to put Space Limited on the registration site. We will need to monitor since we likely won't be able to handle more than 200ish at a time in the space we have.
- 5. Web services**—nothing new to report
- 6. Evaluation**—much to report—Ryan, Eric, and Cori presented the revised Assessment Symposium Goals and Outcomes which met with Council approval and thanks! In addition they presented the session evaluation forms which were basically approved with a few wording changes and refinements. These will be revised and distributed. The end of the conference web survey was also presented and feedback was provided. This too will be revised and distributed for further feedback. It was decided not to send out a pre-test since we don't want to put too much into people's email boxes and particularly don't want to annoy those who have registered.
- 7. Advertising and Marketing**—Kami presented an advertising plan that looked really good. We are going to hold off on a portion of the direct mail plan until we see how registration goes. We may want to target the invitations rather than sending it out broadly. Will wait and see.
- 8. Vender displays**—nothing new to report

Other?

Send Lisa and Kent the LaSells rooms and capacity for program planning and scheduling.

Want to send Ed Ray talking points for the welcome: Some ideas that were discussed.

- Integral to the mission of university
- Integrated into the fabric of the university
- Positions of inquiry

- Curiosity about student learning
- Sustainable processes
- Something about the message being improvement rather than punishment

Next Meeting: September 15, 2004 9-11am in MU 110 Hope to see you there.