

**Student Affairs Assessment Council  
Agenda  
August 9, 2006**

**Attendance:** Pat Ketcham, Lisa Hoogesteger, Tina Clawson, Melissa Yamamoto, Linda Reid, Jo Alexander, Rick DeBellis, Edie Blakley, Jodi Nelson, Rosemary Garagnani, Kami Hammerschmith, Bob Kerr, Kent Sumner, Beth Dyer, Rebecca Sanderson

**Assessment Council Retreat: November 3, 2006**

The retreat committee has been hard at work planning a great retreat for us in November. We will meet at Peavy Arboretum from 8:30-4:30ish. The committee is planning to do some assessment prior to the retreat in order to allow us to use this data in our planning. The retreat will allow us to celebrate, reflect, plan and enjoy the collegiality of the Assessment Council participants. More to come. . . .

**Development of workshop topics, dates, presenters for Fall**

The group brainstormed topic ideas for workshops for this fall. The list included:

- Translating business outcomes to learning outcomes (Rosemary will take the lead on this one)
- Managing your data (Eric was nominated and Rebecca will talk with him)
- Effective reporting strategies (Eric was nominated and Rebecca will talk with him)
- What data is available from data warehouse—like what is in the objects? (Rebecca will arrange for this with Carla Simonson)
- What data does Institutional Research have and how to access? Using IRIS? (Rebecca will arrange for this with IR)

The group thought once per month would be good timing for these. Rebecca will set up a schedule.

**Development of plan for reviewing assessment plans in February**

**Do we need a refresher on using the rubric?  
Ratings this last year were lower than in previous years—  
but plans seemed better??  
Inter-rater reliability??**

Rebecca indicated that there were some major differences in ratings for some plans this year from last year—in the negative direction. The concern is that departments not get conflicting feedback year to year and that our use of the rubric and the feedback process provide consistency. Part of the consistency factor will be helped by having at least one of the raters be the same from year to year. This will be implemented in the next round of reviews.

Another way in which to help with reliability of rating is to engage in some additional practice using the rubric with sample plans or sections of plans. The group agreed that this might be helpful and that it should be scheduled for one of our regular meetings late in the term.

## **Survey Development to Replace the CIRP every other year--update**

The CIRP replacement committee has met and set a rigorous timeline (end of fall term) for completion of the survey items. The survey may need to be piloted prior to next summer so there may be opportunities for others to help with this as the process moves forward.

### **Updates on the Web:**

**New handbook and Form for Assessment Plans and Reports:** Rebecca reported that the handbook and assessment plan have been updated with the new language of assessment adopted by the Student Affairs Assessment Council and the University Assessment Council the primary update.

Additionally, the Assessment Council meeting times, dates, places can now be found on the Student Affairs Calendar as well as on the Research and Evaluation web page under Assessment Council.

### **Book Distribution**

The book, Learning Reconsidered 2, was purchased for Assessment Council members. Rebecca will continue to bring them to the meetings until they are all distributed. This is the follow-up book from Learning Reconsidered that the group read a couple of years ago.

### **Dates for Assessment Council Meetings and Our 2007 Retreat Date**

At the bottom of this set of minutes is the schedule of meetings for 2006-2007 including our updated 2007 retreat date. These can also be found on the Student Affairs Calendar and the Research and Evaluation web page under Assessment Council.

## **Next Meeting**

**September 13**

**9-10:30**

**MU Council Room**

**Student Affairs Assessment Council Meeting Dates  
2006-2007**

<b>Date</b>	<b>Room</b>	<b>Time</b>
July 11, 2006	MU Council Room	9-10:30am
August 9, 2006	MU Board Room	9-10:30am
September 13 2006	MU Council Room	9-10:30am
September 27, 2006	MU Council Room	9-10:30am
October 11, 2006	MU Council Room	9-10:30am
October 25, 2006	MU Council Room	9-10:30am
<b>November 3, 2006 RETREAT</b>	<b>Peavey Arboretum</b>	<b>8:30-4:30ish</b>
November 8, 2006	MU Council Room	9-10:30am
November 29, 2006	MU Council Room	9-10:30am
December 13, 2006	MU Council Room	9-10:30am
January 17, 2007	MU Council Room	9-10:30am
January 31, 2007	MU Council Room	9-10:30am
February 7, 2007	MU Council Room	9-10:30am
February 21, 2007	MU Council Room	9-10:30am
March 7, 2007	MU Council Room	9-10:30am
March 21, 2007	MU Council Room	9-10:30am
April 4, 2007	MU Council Room	9-10:30am
April 18, 2007	MU Council Room	9-10:30am
May 2, 2007	MU Council Room	9-10:30am
May 16, 2007	MU Council Room	9-10:30am
May 30, 2007	MU Council Room	9-10:30am
June 13, 2007	MU Council Room	9-10:30am
	<b>2007 Retreat Date</b>	
<b>July 16, 2007 RETREAT</b>	<b>TBA</b>	<b>8:30-4:30ish</b>