

Student Affairs Assessment Council

**November 2nd, 9-10:30, MU Council Room
Agenda**

Attendance: LeeAnn Baker, Deb Burke, Ryan Collay, Beth Dyer, Eric Hansen, Jessica Heintz, Lisa Hoogesteger, Bob Kerr, Ann Robinson, Gina Shellhammer, Rebecca Sanderson, Kami Smith, Melissa Yamamoto, Barbara Cormack, Jo Frederic, Michele Ribeiro, Rosemary Garagnani, Edie Blakley, Susie Leslie

Agenda:

- **Curricular plan for the division:**
The Division Meeting, what is next to sustain energy?

Discussion:

- Wanting more opportunities for outcome training, commentary on methodologies
- Now that we have all of this feedback from the division, what are we going to do with it?
 - Having a the assessment notebook is great in terms of delivering curriculum, maybe we could have groups that could make presentations on different sections of the handbook (develop a coherent curriculum)
 - What kind of commitment are we asking for from the council members? Find out what we can do, then offer that to the division
 - Putting ourselves out there—saying that we will be in the MU from 2-3 on these days to answer questions about assessment, then 3-4 people would gather to help out at the session... twist: invite different people based on the topic for that session
 - Have an 'inquiry box' on the website that could send out questions to the assessment council, we could discuss the questions during our meeting and post responses
 - Have two time blocks where we could have a 'how to get started' presentation, then a follow-up meeting prior to the January assessment plan deadline
 - Finding out the needs and then individually going to meet with that department
 - Meeting with a department to see what they need and then gathering resources to bring back to that department
 - Ask departments to turn in what they have so far, and go from there
- In academic affairs—pulled in the assessment spokesperson and the department head in, to discuss assessment. Focus was on the department level. Academic affairs envisions doing a more broad-based program in the future, but are unsure about the effectiveness of this approach
- When talking to the two people, start by asking the question, "When you make a change, why do you do it? What drives that change?" Then work backwards to

find the assessment part of it. Asking, “What do you want from your students? What is the most important? Are you successful in getting these?”

- Show people that this should be a living process that is imbedded in your work, not just a ‘thing’ that you have to turn-in
- When you talk to the departments on-on-one, they feel unique. In large groups, it is hard for people to relate the ideas to what they are going through, “That’s all good for you... but it’s different for me”
- Differences in department sizes: Large departments may have a ‘steering committee’ but small departments may just have one person who works on assessment, and many times that one person is represented on the council
- There were a number of questions for department heads at the meeting that revolved around how to work with staff on assessment, how to get their staff involved with assessment, where to find resources on assessment... there is a shift happening (although this is not universal across departments)

Initial Decisions:

Rebecca will send out an email announcing Assessment Ambassadors, inviting anyone to the next assessment council meeting, on how to get started, and inviting department heads to a meeting with Rebecca to talk about assessment.

The following people agreed to be SMAC AA’s:

Lisa Hoogesteger, Eric Hansen, Beth Dyer, Kent Sumner, Jo Frederic, LeeAnn Baker, Edie Blakley, Jessica Heintz, Ann Robinson, Ryan Collay

The next meeting will be a “How to Get Started” (assessment basics)

- Bring your assessment plan... in whatever shape it is in!
- The scoring rubric is on the website

Next meeting: November 16th, 9-10:30, MU Council Room

9:00-9:30 Council business

9:30-10:30 Open to the Public ☺