

**Student Affairs Assessment Council
Minutes
December 13, 2006**

Attendance: Melissa Yamamoto, Kent Sumner, Beth Dyer, Michele Riberio, Ann Robinson, Kami Hammerschmith, Linda Reid, Tama Bolton, Rick DeBellis, Rebecca Sanderson

All present signed in with their favorite holiday food. See if you can:

Match the Favorite Holiday Food with the Correct Name

- | | |
|---|--------------------------------|
| <input type="checkbox"/> Melissa Yamamoto | A. Cheese sticks |
| <input type="checkbox"/> Kent Sumner | B. Vegetable soup |
| <input type="checkbox"/> Beth Dyer | C. Fruit cake |
| <input type="checkbox"/> Michele Riberio | D. Chex mix |
| <input type="checkbox"/> Ann Robinson | E. Fudge |
| <input type="checkbox"/> Kami Hammerschmith | F. Frosted sugar cookies |
| <input type="checkbox"/> Linda Reid | G. Cinnamon pecan bubble bread |
| <input type="checkbox"/> Tama Bolton | H. Oreo Cheesecake |
| <input type="checkbox"/> Rick DeBellis | I. Frosted sugar cookies |
| <input type="checkbox"/> Rebecca Sanderson | J. Apple coffee cake |

Training on Using the Rubric to Provide Feedback to Departments/Units

The remaining time for the council was spent looking at sample Methods, Results and Discussion sections from three different plans and seeing how ratings might occur from that. Generally, feedback from the group found this process to be helpful to them. Next the group will do some rating of plans to see if our rater reliability improves. Some practice rating plans in teams will also be included in the training as we prepare for the review process.

Special thanks goes to Beth, Jo, and Rosemary for allowing Rebecca to pluck sections out of their assessment plans and reports to use as examples in the meeting.

Next Meeting: January 17, 2007 MU Council Room, 9-10:30am

**Continue discussions and training on using the rubric
for reviewing assessment plans**