

Student Affairs Assessment Council

December 7, 2005

9-10:30am

MU Council Room

Minutes

Attendance: Mercedes Benton, Barbara Cormack, Beth Dyer, Jo Frederic, Rosemary Garagnani, Bob Kerr, Pat Ketcham, Jessie Long, Jodi Nelson, Linda Reid, Michele Ribeiro, Ann Robinson, Gina Shellhammer, Kami Smith, Melissa Yamamoto, Rebecca Sanderson

Assessment Plans are due January 15, 2006. Specifically, the 2004-2005 plan is due with the results and decisions sections completed. Additionally, the plan for 2005-2006 is due. This will not have the results/decisions sections completed. These two documents should also have attached to them the learning goals grid (obtainable on the website for SA Research and Assessment).

The majority of the meeting was spent in answering questions, getting suggestions about how to compose reports, alternative assessment methods, and ideas for how to gain some time for writing. Many of the participants have their plans well in hand and feel that they are progressing pretty well. Others expressed a little more episodic approach to the reports. Of note however was the discussion of assessment methods that may not be only survey-based which is an improvement in our overall thinking.

Near the end of the meeting, the group discussed how we will review the plans submitted in January and target February 1 as the date to have appointments set with departments for review of the plan. Again, it was emphasized that if because of office cycles this timing for review wouldn't work, then folks can opt out of reviewing others plans. This is likely true for admissions and maybe financial aid.

The group will discuss further how we want the reviews to occur based upon our experiences from last year at our next meeting—**January 11 from 9-10:30 in the MU Council Room.**