

Assessment Coordinating Council
Thursday 12 May, 2005
3:00 p.m.
CSU 201
Meeting Notes

Attendance: Lynn Akey, Ted Johnson, Tracy Pellett, Warren Sandmann, Bill Watts, Don Descy, Avera Johnson,

I. Welcome & Introductions – (Did You Know?)

Bill Watts was introduced - filling in for Joel Johnson (First Year Experience)

Avera Johnson was introduced – filling in for Judith Luebke (Program Review & Assessment)

II. Meeting Minutes Review 3/10/05

Members reviewed the notes. Opportunity was provided for change/deletions/additions with none being made.

III. Student Record Information Update

Lynn Akey detailed the development of an update form and the ways in which it is now being implemented (orientation). The purpose of the form was to improve the reporting and the updating of student record information - particularly related to ethnicity and parent education level. The implementation process was deemed a success thus far. Analysis will take place as to the completeness of student information by comparing the number of students listed as unknown (as related to ethnicity) from previous years to this coming year.

IV. Assessing the Assessment Plan – Model and Planning

Discussion ensued as to the process of implementation for such a plan. Suggestions were made to more closely tie language in third component (improvement initiatives & approaches) to planning & budgeting and support by data. This change will be made. Discussion also revolved around whether strategic priorities will replace goals – thus affecting what is assessed and how. The general consensus of group was to use the goals as is until any change is made in the future. In addition, it was agreed that the report card format would be applicable to whatever is eventually used as institutional goals. Committee members were further encouraged to send ideas for any areas related to this plan to Tracy Pellett (who will compile and report at next meeting). The intent of the committee was to distribute the institutional assessment plan and report card process to the greater campus community this fall.