

**Assessment & Evaluation Sub-
Meet & Confer Friday, November
13, 2015
10:00 – 11:30 a.m. – CSU 204**



Attendees:

Lynn Akey, Elizabeth Ahrens, Donna Casula, Carrie Chapman, Ellen Mrja, Kristine Retherford, Steve Smith, Sherrise Truesdale, and Heather Von Bank.

Agenda:

Discussion Items

Pathways to Student Learning Award (L. Akey)

- The language changes recommended last month with a focus on “program” will be incorporated into the guidelines.
- Members feel that it would be discouraging for others if one program continually wins year after year. There should be a time frame (five years).
- Professional Development Day: This would give the top winner and high fliers a chance to showcase their work.
- University Advancement usually looks for new success stories. This is another avenue that winners and top fliers could showcase their work.

HLC Assurance Argument Criterion Four and Evidence File Feedback (C. Chapman)

- Three basic questions for feedback:
 - Errors of Fact?
 - Gaps or missing information?
 - Is the Evidence correct and is it linked correctly?
- Evidence needs to be strong.
- Collection of feedback on Criterion Four.
- Page 15
 - Bottom paragraph seems to be repeating itself.
 - Information is not clear.
 - Dates and bullet points are different.
 - Page 15-16: Needs more clarity.
 - Recommend separate paragraphs with transitions.
- Page 13
 - Center for Excellence: “Each certificate meets 5-6 times for 1.5 hours” will need clarity. Needs a better description of activity..
- Page 14
 - Percentages do not make sense.
- Page 17

- o Some feel that the last paragraph is hard to understand.
 - o Does the last paragraph need to be included?
- Page 12
 - o The URL on the top of the page cannot be found.

Long Term Program Planning Data/Information Points (Discussion)

- Open brainstorm of key data/information points (Where programs are at and/or where they are going in the future):
 - o Global Perspectives (majors, course, general education)
 - o Cultural Competency
 - o Credit Hours
 - o Number of Majors
 - o Persistence, Completion, Retention and Graduation rates
 - o Structural Cost Study
 - o Instruction Cost FYE
 - o Efficiency
 - o Qualitative Measures (Accreditation)
 - o Engagement in Assessment
 - o State Mandates
 - o Workforce Demand (Rationale new programs)
 - o Skill Development (Wanted Analytics)
 - o Graduate Follow-Up Placement
 - o Sustainability of New Programs
 - o Faculty Employment and Expertise and Retention
 - o Workload of Faculty and Staff
 - o Duplication within region
 - o Delivery (Instruction)
 - o Transition (programs that go online instead)
 - o Underserve, Hard to serve, Minority Population
 - o Opportunity Gap
 - o Faculty to Students Ration
 - o Faculty to Credit Hours
 - o Research and Grants
 - o Opportunities for Undergraduate and Graduate Programs
 - o Capacity
 - o Collaboration/Interdisciplinary Work
 - o Standardized Templates
 - o Standard Set of Information
- Sub-Group Volunteers
 - o Sherrise Truesdale, Lynn Akey and Jerry Oman have volunteered to gather and organize this information.

Update Items:

Future Agenda items:

Student Learning Sub-Group – Review of Undergraduate Institutional Student Learning Outcome

Assessment Process and Cycle

Institutional Effectiveness Sub-Group – Comprehensive Program Review (current process and procedures)

Future Meeting Dates:

Assessment and Evaluation Sub-Meet and Confer (Fridays from 10-11:30am in CSU 238, unless noted)

Friday, December 4, 2015, CSU 204

Friday, January 15, 2016

Friday, February 12, 2016

Friday, March 18, 2016, CSU 204

Friday, April 15, 2016, CSU 204

Joint Budget, Planning, and Assessment & Evaluation Sub-Meet and Confer

Thursday, March 31, 2016, CSU 253/4, 10:00 – 12:00 p.m.