

Assessment and Evaluation Sub-Meet and Confer

Friday, September 16, 2016

8:30 – 10:00 a.m. in CSU 238

NOTES:

Present: Carrie Chapman and Lynn Akey, conveners, Elizabeth Ahrens, Aaron Budge, Brenda Flannery, Robert Fleischman, Jude Higdon, Paul Mackie, John Paul, Noreen, Reding, Brittany Smith, Steve Smith, Sherrise Truesdale, Bonnie Windschitl, recorder

The meeting was called to order at 8:37 a.m. by FA co-chair, Carrie Chapman.

Welcome and Introductions: Carrie thanked the group for being here and reviewed the membership list, it was noted that MSUAASF and Classified representatives have just been appointed.

Review Sub-Meet Charge: Charge was reviewed; facilitate culture of assessment and evaluation. Two charges within the charge. Role of this group to institutional effectiveness. The campus can review meeting notes and agendas which are posted on the Assessment page with-in IRPA. Angela will post agendas and notes throughout the year. Spoke about the general workings of the sub-meet and projects and objectives for this year.

Focus Areas for the Year: Standing, Initiatives This Year, Information Sharing, Representative Opportunities.

1. Standing:

- i. **Undergraduate Institutional Student Learning Outcome (Multiculturalism and Diversity/Global Citizenship):** Assessment is designed to compare actual student performance to student learning outcomes. Established by this group, method evaluate institutional UG learning outcome. Many different layers of assessment—build on the work that is already occurring. Communication area completed. Sub-committee looked at assessment writing intensive and academic programs as an outcome area. NSSE, Noel-Levitz used.
- ii. **Pathways to Student Learning Award (spring):** Open to all programs—all academic and student support. Self-nominate or be nominated. Done every year. Emphasis on closing the loop part of assessment. Using results to make improvements. Timeline to launch and move forward this process.

2. Initiatives This Year:

i. **Comprehensive Program Review (Process and Procedures):** Process mandated by HLC as part of their criteria. Expectation of BOT policy within the System. Stages look fairly similar—with us since early 2000. Also on website-process. Other resources are also listed. If not external accrediting body would be needed. Reviewers and some technical. Process itself has not been reviewed. Here is where we are and where other institutions are. Fairly important process--time intensive. Feedback--wasn't as meaningful for the work that goes into it. See how far we can bring that forward.

ii. **Revision of Instructional Data Book:** worked on the existing data book all year long. Pulled it apart for critical reflections and planning for the future. What would be needed? Final draft endorsed by Joint Budget, Planning and Assessment and CoD. The IRPA office is in final stages of putting this together in a new format. The first draft will be ready for review within the next month. Focus last year was on whether or not it is the right stuff—is it presented the right way? Huge undertaking last year to move this forward.

iii. **Strategic Budget Planning:** Core work in Joint Budget, Planning and Assessment/Evaluation how do we be more forward thinking and strategic. Budget reduction process in place—value in developing a process with Joint Budget and Planning. 9/22 Joint meeting. Guiding principles

Morris: Inclusivity plan is a piece for Assessment Sub-Meet to focus on. Primary stewards-people or offices and partners. Assessment as a partner. Are there others who should be stewards and partners? President has signed off on document going forward.

3. Information Sharing:

i. Higher Learning Commission Accreditation (Areas for Continuous Improvement):

Areas have been identified with pretty clear connections, nothing specific to this group at this time. Need to work around for those programs not eligible. Elizabeth: Need to add more inclusive language.

ii. SharePoint to PowerBi Conversion:

IRPA working with IT transition to implement PowerBi, should be done within the next month.

4. Representative Opportunities:

i. University Data Governance:

We now have a university policy for UDG. Lynn will chair and move forward this year. Beneficial for a member of Assessment serving as a part of that group.

ii. University Strategic Directions (2016-2021):

President's and Provost's Convocations USD. Call coming out soon if you are interested in serving on a task force.

Meeting adjourned at 10:00 a.m.

Next Meeting Dates Friday, October 14, 2016, CSU 238, 8:30-10:00 a.m.

Bonnie L. Windschitl, recorder