

Assessment Council
April 13, 2005
2:30-3:30 p.m.
Bogle Conference Room

Present: Angela Becker, Sharon Calhoon (Chair), Dmitriy Chulkov, Lori Collins, Mary Hansen, Nadene Keene, Gail MacKay, Donna McLean, Sue Ridlen, Kathy Ross, Aimee Ash, Allen Safianow, Robin Symonds, Bridget Whitmore, Earl Wysong, Marcia Andersen (secretarial support)

Absent: Ellen Sigler, Kelly Brown

The minutes of February 23, 2005 were read and approved.

Subcommittee Reports

Program Assessment

Angela Becker reported on the Program Reports subcommittee meeting. Because reports due in October will cover assessment activities in 2004-2005 (under the old system), faculty will be able to choose to use the old Faculty Senate Assessment Committee report form, or a new report form being devised by the Program Reports subcommittee. The new form should be ready mid-September.

Co-Curricular Assessment

Aimee Ash reported that all subcommittee members (Ash, Brown, Ridlen) will review every co-curricular plan. Each member will review one of the plans in depth, and will lead the subcommittee discussion of those plans. A report will be sent from the subcommittee to each co-curricular group submitting a plan.

General Education

Robin Symonds reported that the ~40 general education reports that were sent to CTLA will be reviewed twice, once by CTLA (Calhoon or Ross) and once by a faculty member on the subcommittee (Keene, MacKay, McLean, or Symonds). The subcommittee will meet April 26 to write a summary report.

Program Assessment Plans

Mary Hansen reported that approximately 10 – 12 plans have been received. Each plan will be reviewed by CTLA (Calhoon or Ross) and by a faculty member on the subcommittee, with the goal of completing the reviews by May 2. The subcommittee hopes to give feedback on plans to faculty during finals week. Now that a review process has been established, the subcommittee should be able to give feedback earlier in the semester in ensuing years.

The council discussed how to give information about what plans have been received. The subcommittee recommended sending a list of plans that have been received to chairs and

deans. The Council voted to send a list of plans received and a list of plans not received to chairs and deans.

Activities for 2005-2006

Reporting Assessment Results to Stakeholders

This will be an important agenda item in the fall. Calhoon will bring examples of how other institutions handle this—websites, reports, poster sessions, etc. This is expected to occur early to mid-semester in the spring.

Assessment Council Membership

Calhoon brought the issue of membership of Assessment Council to the group. At the Higher Learning Commission meeting, several schools reported on their assessment structure, which is similar to ours. Many of those groups had staggered 3-year terms. The Council recommended that departments should appoint Assessment Council members.

Travel

If the trustees approve, there may be extra (one-time) funds available next year for travel to assessment conferences. CTLA will put information regarding upcoming conferences on the web. Members were particularly enthusiastic about the Assessment Institute at IUPUI in October, as it is close by and therefore not as expensive.

Meetings

Marcia Andersen will send an email in August to establish times for Fall 2005 Council meetings.

Thank you

Calhoon thanked the Council members for all their good work this year.