

Assessment Steering Committee Meeting Minutes – October 15, 2003

Members Present: Chris Crawford, Dave Schmidt, Diane Scott, Sally Schmidt, Fred Britten, Rose Arnhold, Sue Boos, Paul Faber, and Shala Bannister.

Others Present: None

Next Meeting: Wednesday, November 12, 2003
3:00-4:00pm - Pioneer Room Memorial Union

I. Announcements

- Meeting called to order at 2:30pm by Chris Crawford, Chair of the Committee.
- Agenda and other supporting documents were distributed.

II. Status Update

- AQIP 9 Value Criteria: A majority of the data has been submitted, five of the nine criteria are complete. Criteria 1 & 3 are partially complete, #8's data has been received, however, the data is different and needs to be examined. Chris is working on #9.
- AQIP 4/5 Action Projects: Data for 1-4 is complete. Action Project #5 is partially complete and is being gathered.
- AQIP Forums: Three forums have been scheduled for faculty, staff and students. The schedule is:
 - AQIP Forum 1 - Discussion of Quality Criteria 1, 2 3 & 4
November 11, 11:30 - 1:30, Black & Gold Room, Memorial Union
 - AQIP Forum 2 - Discussion of Quality Criteria 5, 6, 7, 8, & 9
November 14, 2:00 - 4:00, Trails Room in the Memorial Union
 - AQIP Forum 3 - Discussion of Vital Goals 1, 2, 3, 4
November 20, 2:30 - 4:30, Field Conference Room in Sheridan Hall

Refreshments will be served at each of the forums.

III. Role Definition

- Discussion regarding the sub-committees for the Affinity Diagram and the Strategic Plan took place. It was agreed that these two committees could meet on their own and then present a progress report at the Assessment Steering Committee meeting.

IV. University Assessment Strategic Plan Subcommittee

- A discussion regarding the roadmap ensued. It was suggested to change the verbage on #9 and then delete 10 and 11. A suggestion to take out the working performance scorecard in #12 was also made.
- The mission statement was also discussed. It was suggested that the statement was good if the last statement (marked with an asterisk) would be deleted.
- The vision statement was also discussed. Suggestions were made and a draft of the statement is: FHSU will have an assessment program that will fully assure student learning, continuing improvement, so we can fulfill our responsibility to students who come to use for an education and to the citizens whose trust supports our work.

V. Future Actions

- Finalize mission and vision statements.

VI. Adjourn

- Meeting adjourned at 4:00pm.

VII. Next Meeting

- Next meeting has been scheduled for Wednesday, November 12th at 3:00pm in the Pioneer Room at the Memorial Union