

Assessment Steering Committee Meeting Minutes – October 16, 2006

Members Present: Chris Crawford, Sandra Thies, Craig Karlin, Mark Stutz, Ed Howell, Tim Crowley, Heath Marrs, Hong Wang, Regi Wieland, Art Morin, Andria Cooper, Daniel Kulmala, Shala Mills, and Drew Thomas

Members Absent: Curtis Brungardt, Amy Finch, Andria Cooper, and Matt Means

Next Meeting: Monday, December 18, 2006, 3:00-4:00 p.m., Field Conference Room, Sheridan Hall

I. Call to order

- Meeting called to order at 3:00 p.m. by Chris Crawford.

II. AQIP Information and Reports

- **YOTD/Assessment Related Activity** – The Year of the Department initiative is an ongoing project, with the academic audit being the primary topic this year. Mark Stutz and Art Morin shared the progress of the academic audit in their departments.

III. Business

- **Affinity Diagram Subcommittee** – The academic affinity diagrams will be reviewed by the Quality Champions through the department annual report process. However, non-academic (i.e., Student Affairs) affinity diagrams need to be reviewed. Chris asked for volunteers for a subcommittee to review them. The following individuals volunteered: Art Morin, Regi Wieland, and Sandra Thies. Chris will chair the subcommittee. A meeting will be set soon with the objective to have the affinity diagrams reviewed by the end of January 2007.
- **University Assessment Report and Strategic Plan** – Chris updated the committee about the report. It is now pending before the Faculty Senate Executive Committee and President Hammond. It has already been approved by the Provost and Provost's Council. Drew Thomas will consider whether it is necessary to go to SGA.
- **Retention Plan** – Chris reported that the university is working on a retention plan. Kenton Oliff is the Chair of the Retention Committee. The retention plan will be more than a report but also a plan. It will address the first-year experience, Virtual College and on-campus analysis. Right now

the university is at the lower end of the spectrum with peer institutions on freshmen retention.

- **Writing Across the Curriculum** – Dan Kulmala gave a brief update on the initiative. The documents are before the Faculty Senate Executive Committee for consideration. The library is developing a Learning Common which will incorporate the Research and Writing Center. One of the requirements considered for the writing intensive courses is that students attend the writing center. The CLA (Collegiate Learning Assessment) will be administered next week to 100 freshmen. Seniors will be assessed in the Spring.

IV. Adjourn

Meeting adjourned at 4:30 p.m.

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