

# **Assessment Steering Committee Meeting Minutes – December 8, 2004**

**Members Present:** Chris Crawford, Paul Adams, Curt Brungardt, Craig Karlin, Fred Britten, Tim Crowley, Brett Zollinger, Matt Means, Shala Bannister, David Schmidt, Brian Kinniard, and Kiley Eisenhour.

**Members Absent:** Sally Schmidt, Larry Getty, Rose Arnhold, Sue Boos, and Cindy Elliott.

**Others Present:** None.

**Next Meeting:** Monday, January 10, 2005  
3:00-4:00 p.m. - Trails Room

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## **I. Announcements**

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

## **II. AQIP Information and Reports**

- Dave Schmidt distributed a hand-out on the affinity diagram review process. Departments' affinity diagrams are reviewed on a ree-year rotating basis unless there is a program change. The review committee is encouraging those departments that have not submitted their 2003 affinity diagrams to submit them as soon as possible.

## **III. Business**

- Assessment Strategic Plan (re-approval of template): There was a discussion as to what college-level assessments are used. The College of Education and Technology at the graduate level uses practicum/internships; Graduate School uses comps. At the department level, some departments use exit exams; others use a capstone experience. For example, the Music Department uses senior recitals and the Political Science Department uses senior thesis. Campus-wide assessments used are the Gen Ed survey and the NSSE survey.

The objective of the assessment strategic plan is to have a "state of the campus" based on all assessments used.

- Characteristics of FHSU Graduates – The Matrix: The common characteristics used on the template are derived from the department affinity diagrams. The committee began comparing the Senior Survey with the common characteristics of a graduate (template) and assigning indicators.

#### **IV. Adjourn**

- Meeting adjourned at 4:00 p.m.

#### **VI. Next Meeting**

- Monday, January 10th, at 3:00 p.m. in the Trails Room in the Memorial Union.