

# Assessment Steering Committee Meeting Minutes – February 11, 2004

- Members Present:** Chris Crawford, Paul Faber, Fred Britten, Larry Getty, Rich Lisichenko, Brian Kinnaird, Champman Rackaway, and Bobby Lloyd
- Members Absent:** Dave Schmidt, Sandra Thies, Bill Rickman, Sally Schmidt, Diane Scott, Rose Arnhold, Brett Zollinger, Sue Boos, and Cindy Elliott
- Others Present:** None
- Next Meeting:** Wednesday, March 17, 2004  
3:00-4:00pm - Trails Room Memorial Union
- 

## I. Announcements

- Meeting called to order at 3:00pm by Chris Crawford.
- Agenda and other supporting documents were distributed. Used the same agenda since the last meeting had such poor attendance.

## II. Status Update

- AQIP Systems Portfolio: Draft is near complete. A feedback forum has been scheduled on 2/19/04 at 2:30pm in the Pioneer Room to review the Institutional Overview section of the systems portfolio.
- FHSU is hosting a Regents Assessment Conference on April 8<sup>th</sup>. All FHSU faculty are invited.
- Affinity Diagrams are being collected. Approximately 2/3 to 3/4 have been submitted. This committee should be meeting shortly.
- Discussions regarding the strategic plan – what to assess and at what levels (University/College/Department/Instructor) concern to be reflective at each level. NCA is interested in specific learning outcomes. A new annual report procedure is in the process of being implemented.
- The Mission/Vision statements have been approved.

### **III. Action Items**

- Ready to look at the environmental scan. Will use the best practices – 9 principles as a starting. Different methods of measuring success will be reviewed.

### **IV. Future Actions**

- Check out other institutions in your field of interest/expertise and find out how they perform assessments.
- Meetings will be rescheduled so as to not conflict with the College of Arts and Sciences Chairs meeting.

### **V. Adjourn**

- Meeting adjourned at 4:05pm.

### **VI. Next Meeting**

- Next meeting has been scheduled for Wednesday, March 17<sup>th</sup> at 3:00pm in the Trails Room at the Memorial Union