

Assessment Steering Committee Meeting Minutes – April 17, 2006

Members Present: Chris Crawford, Paul Adams, Sally Schmidt, Craig Karlin, Ed Howell, Tim Crowley, Amy Finch, Shala Mills, Kiley Eisenhour, and Dan Kulmala

Members Absent: Curt Brungardt, Fred Britten, Rose Arnhold, Brett Zollinger, Matt Means, Hong Wang, and Regi Wieland

Next Meeting: Monday, May 15, 2006, 3:30 p.m., Field Conference Room, Sheridan Hall

I. **Call to order**

Meeting called to order at 3:30 p.m. by Chris Crawford.

II. **AQIP Information and Reports**

- **Strategy Forum and Strategic Planning**

Chris provided an update on the AQIP Strategy Forum. Two of the strategic issues that came out of the forum are university strategic planning revision and student learning outcomes

- **Assessment Webinars and Conferences**

Chris reminded the committee about the Collegiate Learning Assessment webinar and presented information concerning a conference in Phoenix, Arizona, entitled Assessment, Accountability, and Retention in June 2006. If anyone is interested in attending an assessment conference, please let Chris know.

III. **Business**

- **University Assessment Report and Strategic Plan (next steps)**

The report is pending with the Provost's Council. After approval by Provost's Council the next step will be Faculty Senate approval.

- **Department Annual Reports**

Last year academic departments submitted department annual reports. Departments will again submit reports this Summer for AY2005-2006.

- **Affinity Diagram Subcommittee**
Student Affairs departments have completed affinity diagrams. Chris asked for volunteers to review them. Two additional columns were added to their affinity diagrams: “results” and “change.” These columns will also be added to the affinity diagrams for academic departments.
- **Writing Across the Curriculum (Dan Kulmala)**
Dan provided an update of “writing across the curriculum.” Future plans include: Lexie Bartlett plans to host forums on writing in various departments (different types of writing); the Writing Center will be changed to the Research and Writing Center; and there are plans to have writing awards during Research and Scholarship Week. Also under consideration are pilot courses developed at the general education level. Other initiatives discussed were academic re-assigned time or limitation of class size in writing-intensive course and possibly create research and writing course (variable title) for departments. The committee consists of cross-discipline/cross-college members; they hope to introduce a portfolio system for graduates. The English Department met with President Hammond and discussed some of these initiatives.
- **Other**
As part of the Provost’s Year of the Department, there will be more information coming to departments concerning student learning assessments, curriculum audits, etc.

IV. Adjourn

Meeting adjourned at 4:30 p.m.

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