

Assessment Steering Committee Meeting Minutes – June 16, 2004

Members Present: Chris Crawford, Paul Faber, Dave Schmidt, Chapman Rackaway, and Brian Kinnaird

Members Absent: Sandra Thies, Bill Rickman, Sally Schmidt, Fred Britten, Larry Getty, Rose Arnhold, Rich Lisichenko, Brett Zollinger, Sue Boos, and Cindy Elliott.

Others Present: None

Next Meeting: Wednesday, July 28, 2004
3:00-4:00pm - Pioneer Room

I. Announcements

- Meeting called to order at 3:15pm by Chris Crawford.
- Agenda and other supporting documents were distributed.

II. Status Update

- AQIP Systems Portfolio: Draft is complete. Chris feels it is a strong document and in relatively good shape. Currently, the Provost is reviewing. The Provost should be finished reviewing in 3 weeks. Revisions will then need to be completed. FHSU was scheduled to submit in May/June but is now scheduled to submit the portfolio in September.
- Dave Schmidt distributed an update on the review of Affinity Diagrams. Service departments will review every three years, whereas academic departments are reviewed each year. This is in accordance with program review. A reminder of submitting the affinity diagram with the new annual report was made and to submit the affinity diagram with any program changes that are made. A suggestion of scheduling a presentation through the Provost's faculty and staff development was made. When a date has been arranged, a notification will be distributed.
- Chris recently attended the American Association for Higher Education Conference. He reported he felt encouraged in that FHSU is a bit ahead of the rest in that we have implemented the Affinity Diagrams where some institutions have not. He also reported the presentations of the conference were consistent saying that each of us is able to get plenty of data to assess, but it seems that there is no review or analysis of the data being accomplished.

III. Action Items

- A Faculty Senate subcommittee performed a study on assessing learner outcomes. Please review the report and send Chris your input and comments.
- The progress on the strategic plan has been very little. A deadline of September 8th has been set to have a draft complete so that a presentation can be made to Faculty Senate and to COD. Chris does have some materials and information and will have those distributed to the committee.

IV. Future Actions

- Check out other institutions in your field of interest/expertise and find out how they perform assessments. Included in the agenda is a copy of the NSSE results. Please review and choose 5-10 key performance indicators that you believe will assess FHSU best, what will best fit into the mission of FHSU. In the catalog, a statement is made about what FHSU graduates should be able to do. Are our graduates really doing this? Be prepared to discuss at the next meeting.

V. Adjourn

- Meeting adjourned at 3:50pm.

VI. Next Meeting

Tuesday, July 28th at 3:00pm in the Pioneer Room at the Memorial Union.