

University Assessment Committee Meeting Minutes

Location: Zoom

Date: October 19, 2022

Time: 11:00am

In attendance: Kim Chamber, Martha Snider, Kevin Bennington, Susan Robinet, Michael Bean, Tracy Luff, Sally Howard, Katie Pridgen, Lonnie Bowe

Old Business

- 1) Annual Program Assessment and 5-Year Program Reviews – Amanda asked if anyone had issues or questions.
 - a) Please remind your department to complete these in a timely manner
 - b) Due Nov 1 through CAPS. CAPS training is located on the University Assessment webpage.
 - c) Any issues?
 - i) Committee identified the slowness of CPAS data as an issue. Amanda said that she would reach out to Miranda and Jamie and let them know.
 - ii) Cross listed CRNs. Can they be reported all in one mock form and one CRN? Amanda will get more information on then and share out next meeting.
- 2) Feedback from Faculty Questionnaire
 - a) Committee asked that Gen ed raw data be made available. Asked that it be readily available. Amanda will add a section on the intranet University Assessment Resources page to include this information for the past several years.
 - b) Committee asked that slots are added on the Gen Ed Mock form when reporting data so that they can include all gen ed data gathered. Amanda will reach out to Miranda and ask that this be done.
 - c) Questionnaires results also indicated additional training. Committee identified additional items for college wide training: Step by step, use of template (assessment can be confusing), which type of student learning, Department level aligned with University, How to use the data, How and why we do assessment.
 - d) Committee had idea for showcasing an assessment report each year that could be used as ‘best practices’. An Annual Assessment Spotlight. A program to be recognized for their use of assessment. Committee liked this idea and will start something in the spring.
- 3) Fall 2022 Assessment Day – Critical Thinking
 - a) November 11 in Rahall 103 – From 1-3pm
 - b) RSVP’s have been sent to 30 faculty. Please encourage faculty who have been invited to RSVP. Amanda said that reminders will be sent out.
- 4) Remind student on Graduating Senior Survey

New Business

- 5) Assessment/Program Reviewer Training
 - a) Amanda provided and reviewed a ppt with tips on giving feedback and what to look for when evaluating annual assessment and 5-year program reviews.
- 6) Upcoming CTL – NSSE results Monday, October 7 at 4 (Zoom) and Tuesday, October 8 at 10:00am in Rahall 317
- 7) Other

Next meeting: November 30, 11:00-12:00 Zoom