

Committee on Institutional Assessment
Friday, January 13, 2012
BA-524 9:00 a.m.

Present: Jan Loft, Betsy Desy, Lori Baker, Rhonda Bonnstetter, Christine Olson, Jay Brown and Wije Wijesiri.

Absent: Nadine Schmidt.

Jan announced that the edited CIA charge and description was presented and approved at the December 2011 Meet and Confer. At the Meet and Confer Jan asked that the new version of the CIA be posted on the SmSUFA website but it has not been updated as of 1/13/2012. Also, SmSUFA has Gary Sneide listed as a member from BPA but he is not. Jan will contact SmSUFA regarding this.

Betsy sees this all as a collaborative effort. Her job is to coordinate efforts; she is not an expert on assessment. Her job is to centralize information and put the information in one, accessible place. This is not just for HLC but building for other efforts as well.

Linda Suskie is the assessment and accreditation expert who will be with us on January 26th. Betsy has been communicating with Linda. What Betsy would like to discuss today:

1. Establishing a webpage that is more update; we have a page but it is woefully out of date. Our page is nowhere near accurate. We need a strategy to change that.
2. Strategize what we think is important to accomplish this spring.
3. Discuss a conference opportunity.

Christine Olson shared that Scott Peterson has analyzed the CMG (Civic Minded Graduate scale) that all graduating seniors complete on their exit survey. Now that we have three years worth of data Scott wants to know if we have changes we would like to see in the questions asked on the survey.

Rhonda shared that PE is trying to get organized for their fall Program Review. Thus far, a copy of the last Review cannot be found. Betsy suggested looking in the Dean's Office, Deb Mitlyng area.

The group reviewed the proposed itinerary for January 26, 2012. Linda Suskie has asked what we expect; Betsy has been trying to ask various people and filter the responses to Linda. Jan will send to Betsy a copy of the LEC meeting minutes for fall semester 2011. Linda's comments after last week's Professional Development Day:

1. A good part of the SMSU university community appears to lack a solid understanding of HLC and the purpose and benefits of assessment.
2. SMSU needs to establish and foster a culture of assessment at SMSU.
 - a. Assessment activities need to be linked to tangible rewards for programs/departments.
 - b. Are assessment efforts being embedded in Department Annual Reports and addressed specifically in Program self-studies?
 - c. Should *Committee on Learning Assessment* be developed for purpose of faculty owning the work towards improving student learning?
 - d. Create a timeline for assessment from now until 2014 and beyond.

3. Identify next steps for SMSU HLC steering committee and/or CIA activities.
 - A good faith effort toward the assessment process will not be good enough to satisfy HLC; SMSU must show solid results from the assessment process and that these results are informing steps to enhance student learning.

Linda Suskie shared that we should have given a deadline for assessments plans to be completed; we should not have left it open-ended. Ten years ago was a different life; they will want to see more than “trying,” the HLC will want to see a product. Just showing that Programs sat down and etched out plans without implementation will not be enough, the HLC will not be happy to see only that. This was a big concern.

The 1/26/12 agenda was tweaked and fine tuned. Betsy explained her reasoning for the agenda timeframe. Rhonda suggested sending something to Department Chairs to report where the various Departments/Program are at this time with their plans. Find out where people are at, how far along? Maybe do some “pairing?” Create a checklist? This can be introduced at the All-Chairs meeting on Tuesday, January 17th.

Lori commented on her concern related to the LEP assessments. Departments and Programs need to consider the LEP assessments if some of their courses are linked to the LEP.

Question:

Betsy asked if the “High Impact Practices on Student Success” conference hosted by the AAC&U in Portland, Oregon in June interests anyone. It is expensive, \$6700 for five people not including travel expenses, although it covers hotel and most meals. Betsy will talk to the Provost about a budget and has a willingness to apply for another grant. Rhonda expressed an interest in attending. What about members of the LEC or other HLC people?

People had to leave the meeting to prepare for 10:30 class. Last question: how do we improve and maintain our website? It should have the minutes posted and it should have a big presence on the SMSU site. Betsy would like to create a “one stop shopping” site.

Meeting adjourned at 10:18 a.m.

Respectfully submitted,
Jan Loft