

CIA Meeting Minutes

Thursday, February 28, 2019

3:30-4:30 PM

BA 524

Present: Cindy Aamlid, Jeff Bell, Lamine Conteh, Abu Haddud, Diana Holmes, Kristin Kovar, Nancyruth Leibold, Kathy Schaefer, Nadine Schmidt, Aimee Shouse, LeAnne Syring, Dwight Watson, Matthew Zabka

Minute takers:

January 31 – Nadine Schmidt

February 14 – Nancyruth Leibold

February 28 – Matt Zabka

March 28 – LeAnne Syring

April 18 – Lamine Conteh

May 2 – Abu Haddud

1. Agenda—Consented to by all.
2. February 14th, 2019 Minutes:
 - Abu Haddud with amendment to correct a question mark. Motion to approve: Diana Holmes. Second: Cindy Aamlid. Approved unanimously.
3. Review of Work Plan Tasks: Reviewed tasks to accomplish.
4. Announcement/Reminder-Professional Development for CIA members/Incentive grant for six people to attend the AALHE (10 June – 13 June):
 - Cindy Aamlid: We should determine who will be on the CIA next year and encourage them to attend.
 - Dwight Watson: We must gather this information.
 - Jeff Bell: The most current list of CIA members is from 2016. Early bird registration for the AALHE ends 14 April.
 - Tentative attendees: Cindy Aamlid, Kathy Schaefer, Diana Holmes.
 - Direct any questions to Jeff Bell.
5. Jigsaw Presentation of Assessment Culture Matrix Manuscript:
 - Nadine Schmidt -- Collective/Shared Values Score: 6
 - i. Every bullet met in the middle column.
 - ii. Assessment has become a priority.
 - iii. Students are still not included in assessment.
 - Cindy Aamlid & Diana Holmes – Institutional Culture Score: 7
 - i. Does every academic program have a published statement?
 - ii. Do programs' mission statements align with their SLOs?
 - Abu Haddud & Matthew Zabka – Shared Responsibility Score: 6
 - i. In the middle column for each bullet point.

- ii. To move into the *Continuous Improvement* column, we must satisfy adjectives like *continually* and *routinely*.
- Aimee Shouse – Administration Score: 8
 - i. Progress has been made in making assessment an institutional priority.
- Lamine Conteh & Kathy Schaefer – Shared Responsibility Score: 2
 - i. Students are still not involved in assessment.
- Jeff Bell & Dwight Watson – Institutional Support Score: 7
 - i. In the middle, but we do some of these things very well.
 - ii. Very close to a score of 8 or 9.
- LeAnn Syring & Kristin Kovar – Structures Score: 8
- Nancyruth Leibold – Efficacy of Assessment Score: 6
- Dwight Watson: The information from this discussion will help us create a work plan for next year.

6. Adjourn

Minutes respectfully submitted by Matthew Zabka