

## Assessment Academy Agenda

Wednesday October 18, 2017

4:00 PM -5:00 PM

BA 524

1. Check-ins –Jeff’s friend finished his 100 mile race in Kansas; Pam’s daughter made the all-conference team in cross-country and she got to catch up with a friend from grad school; Betsy went to the NACEP Conference in DC and conducted a workshop on how to conduct a stellar concurrent enrollment program and another workshop on the responsibilities of the faculty liaison to the college teachers; Alan had nothing remotely exciting or involving running; Dwight was at the system’s leadership conference for the past 3 days learning about the system’s goings-on- he felt quite a bit of validation when he heard the other stories from the system.
2. Review minutes October 4, 2017 – Jeff Bell
3. Timeline of AAT work- in this work timeline, we need to try to hold our programs accountable in the process. Do we need to have sessions on closing the loop, sessions on analyzing the data, thoughts on professional development day in January to help keep them moving. In order to conduct the gap analysis we need to create a summary report (Jeff) to identify themes (e.g. need for timeline) in an overall report/reflective summary before we determine next steps in planning. We need to look at this as a whole and not just looking at programs.
4. Project Version 4.0 Consolidated Response Discussion- Dwight hopes that what we told them is what we are actually doing. We reported well and they responded well but we cannot rest on our laurels. We know the work we still have to do. Questions remaining- when we do our matrix update and we see a program has stalled, maybe we can dig deeper through our liaisons to go out and meet with programs to help them problem solve and help take them to the next step. Maybe one thing that could help energize programs is to identify something positive that the program is doing and make an effort to note those validating comments to the program when the liaison meets with them; don’t give false praise but truly identify something that the program is doing well and listen to them about what they think the next step is. The liaison can then help guide. The poster presentation may also be something that really helps get programs excited about the assessment work they have done. It should be an impetus to have programs discuss assessment. The liaison can also point out some ideas for putting the positive things they are doing into the poster. Also, the poster sessions can be used to gather some additional data- CIA can go around and ask common questions of the presenters. When it comes to the poster sessions, the CIA can work through that. Dwight likes the fact the reviewers stated we have much to pull together to develop a campus assessment plan. The exemplars will be able to shine at the poster presentation. Q) Do we know if they will be at the midpoint roundtable? Dwight will look into this and check to see if Bernard and Jan will be in attendance.

5. Review Midpoint Roundtable travel plans and final details. Jeff should email the team to make sure to bring laptops and that they have access to all the documents related to our project. Jeff will have a virtual private network and T: access. Leaving at 4:30 am from Founders Hall parking lot.

6. Status of Status Letters- Jeff is supposed to receive the letters for every program's status report. We are behind, but it is a growth process. Once we get the status reports we need to follow up with the programs and have physical contact with the people to make sure the status report recommendations get operationalized. We should look at all of the status reports and develop the matrix.

Please bring your electronic device or print the documents that you need for this meeting.