Assessment Committee

Minutes
Nov. 7 and 13, 2008

Attending on 11/7:
Abi Freeman       David Drueckhammer       Karol Blaylock       Teresa Davidian
Wayne Atchley     Denise Martinez        Melissa Becker       Karen Murray
Carol Thompson    Jane Dennis             Nancy Boykin         Gay Wakefield
                  Jason LaTouche            Russell Pfau

Attending on 11/13:
Betty Jo Monk     David Drueckhammer       Karol Blaylock       Teresa Davidian
Bob Newby         Denise Martinez         Kayla Peak           Karen Murray
Carol Thompson    Jane Dennis             Melissa Becker       Gay Wakefield
David Crockett    Jason LaTouche          Russell Pfau

1. **WEAVE 4.0 orientation Webinar—November 7**

   The Nov. 7 WEAVE session featured changes we should expect in the new version and answered questions from attendees. Training for TSU users will be conducted late this semester.

2. **New WEAVE manual and short-sheet**

   Copies were distributed to committee members, who were asked to provide any editing or other suggestions to Denise Martinez no later than 11/14. The finalized materials will be utilized in the WEAVE training sessions for new version (4.0).

3. **Review “Assessment Guidelines”**

   Many of the problems/questions we deal with regularly are covered in this document, which has been distributed several times over the past year. Committee members are asked to review it regularly and to share it with those they represent.

4. **Training needs**

   Committee members were asked to provide their college’s training schedule to Gay Wakefield ASAP, along with any ways in which she and/or Melissa Becker can provide support for those efforts.

5. **Website project**

   The following are information points the committee agreed should be included on our assessment Website:

   - Presidential & Academic Affairs statements RE importance of assessment and TSU’s commitment to it
   - A&M system position statement from WEAVE manual
   - Committee membership info
   - Benefits of assessment
   - Assessment FAQ’s
   - Best practices
   - Core course assessment—Core Committee chairperson contact info
Annual Assessment Cycle timeline
Assessment Guidelines handout
Committee forms/rubrics
Links to …
  Model campuses
  Sample measurement instruments
  WEAVE manual
  WEAVE “short-sheet”
  Meeting Minutes
  Academic unit Annual Reports
  Sample-size info
  CLA info
  TSU Colleges’ assessment Web pages (to be developed by each College)

Statements from the provost and president will be distributed by e-mail to the committee for improvement suggestions.

6. Conference updates:

   **A&M conference:** Travel requests signed and to Susie Fagan ASAP
   **IUPUI conference:** Reports from attendees indicated 1) our committee’s efforts and activities seem typical of those recommended at the conference, 2) assessment directors at schools recently reviewed by SACS indicated TSU’s assessment processes appear to be in pretty good shape for our upcoming review.

7. CHEA Award submission: CIS submitted one

8. Compliance report for Academic Affairs submitted: Dr. Murray sharing one-on-one with deans

9. University Undergrad Learning Assessment (continued from last Friday)

   Undergraduate SLO’s linked to university & general-education objectives
   1U-Communicate effectively orally = 84
   2U-Communicate effectively in writing = 85
   5U-Practice ethical decision making = 59
   8U-Effectively use technology/information resource = 138
   9U-Demonstrate critical thinking and reasoning = 158
   10U-Derive/interpret qualitative/quantitative data = 108
   11U-Synthesize new knowledge to solve problems = 119
   12U-Describe contemporary/enduring discipline issue = 95
   13U-Use practical discipline techniques/skills = 170
   14U-Identify and solve discipline problems = 135
   15U-Appreciate/value contributions of the arts = 11
   16G-Keep abreast of the latest technologies = 3
   17G-Demonstrate effective communication skills = 4
   18G-Demonstrate ethical professional behavior = 7
   19G-Provide leadership within their professions = 2
   20G-Apply critical thinking in solving problems = 9
   21G-Demonstrate the capacity for growth & scholarship = 1
   22G-Value cultural differences within the discipline = 0
The committee offered minor changes to the University Undergraduate Learning matrix provided by Gay Wakefield (revision attached to e-mail in which these minutes were distributed).

10. **Follow-up RE 2008-09 OBJECTIVE and MEASURE reviews**

   Reviews of recommended changes should be completed so that WEAVE users are prepared to make changes as soon as they receive write privileges following 4.0 training.

   The committee was reminded that:
   - Paper files no longer are being kept for assessment and that all forms completed and returned to the director of assessment need to be electronic.
   - FALL data-gathering needs to be pursued wherever possible since this year’s reporting cycle is extremely compressed, making spring data reporting a nightmare for all of us.

11. **Spring project: Course mapping**

12. **Dept. head rep’s—Please update your college dean and all dept. heads ASAP.**

13. **Next meeting** Friday, Dec. 5, noon