

Academic Assessment Committee

Agenda

July 17, 2013

1 p.m. - 3 p.m.

CII Faculty Innovation Room (Library Building)

By now should have completed review of action plans and analysis.

1. End of Year Reports

- Reviews will take place July 22 – August 2
- The review forms will be revised to add information about measures and years they will have data in order to better see the trend of assessment practice over time.

2. Annual Reports

- Budget Units only will need to do in WEAVE by August 1
- ACC Dept. Head reports will review by August 10

3. Fifth Year Interim Report

NOTE: Data collection for the fifth year interim report ends May 31, 2015

- Need to emphasize the importance of consistent mature data collection that is used to make effective action plans that ‘close the loop’ – i.e. use assessment data to implement changes leading to student learning improvement.

4. Assessment Calendar Revisions

Discussion was held on a proposal being drafted for the Combined Council and Faculty Senate to align the assessment calendar with Tarleton’s academic calendar.

5. Fall Plans

The committee discussed preparing a handbook on how to run an effective assessment meeting in order to provide faculty and staff guidance in building effective cultures of assessment in their programs and units.

The committee discussed methods of gathering and disseminating stories of programs and units using assessment in meaningful ways in order to support Tarleton’s culture of assessment by providing examples and models of good assessment.

6. Dept. Head Rep’s—Please 1) Update your college dean and all dept. heads on these items ASAP,

- 2) Make sure all department heads and academic-program coordinators are in possession of the assessment checklist, and
- 3) Make sure that current checklist and deadlines are reviewed and discussed in every Department Head meeting.