

# Academic Assessment Committee

## Agenda

June 17, 2014  
2:00 p.m. - 3:30 p.m.  
HUM 112

### 1. Structural Changes

- Academic Assessment & University Evaluation and Effectiveness Committee
- Institutional Research and Effectiveness

Michael Haynes ([rhaynes@tarleton.edu](mailto:rhaynes@tarleton.edu); x9354)

Morgan Carter ([mcarter@tarleton.edu](mailto:mcarter@tarleton.edu); x1967)

The committee was reminded of the structural change separating the academic and budget unit assessment review process and the need to communicate this change to their faculty and staff.

### 2. Status for Fifth Year Interim Report

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

The committee was reminded to disseminate the following information about the 5<sup>th</sup> Year Interim Report:

- As rigorous as our decennial accreditation review
- Academic Assessment is the key area of focus
  - Uses same standards as for our decennial accreditation review
- Three years of triangulated direct assessment data for each objective
- History of effective action planning and analysis

### 3. Holistic Reviews

The first set of holistic reviews are being piloted. The committee reviewed and discussed the new rubrics. They then calibrate the rubrics in preparation to conducting their reviews based on the following grouping:

**College**  
COAES  
COBA  
COE  
COLFA  
COST

**Group 1**  
Ben Bruce  
Thomas Bradley  
Robert Newby  
Teresa Davidian  
James Pierce

**Group 2**  
Wayne Atchley  
Joseph Schuessler  
Sue Erwin  
Alice Newsome  
Kay Teague

**Academic Support**  
Melissa Becker

**Group 1**

4. **Calendar Changes**

The committee was reminded of the upcoming calendar changes and the need to emphasize to faculty and staff the importance of the newly required pre-semester assessment meetings.

5. **Newsletter**

The committee reported on the assessment stories they have gathered so far for a forthcoming newsletter.

6. **Training Document for Assessment Meeting**

The second revision of the training document providing faculty with guidance on how to run an effective assessment meeting was reviewed and discussed by the committee.

7. **Communication**

**Department Head Reps:**

- Communicate this information to your Dean, Dept. Heads, and Academic Program Coordinators.
- Make sure that assessment planning and upcoming assessment deadlines are reviewed in every Dept. Head meeting.
- Make sure that the Dean, Dept. Head, and Academic Program Coordinators are aware of the assessment resources available to them on both our website and in-person.
- Make sure that the Dean, Dept. Head, and Academic Program Coordinators are aware of the May 31, 2015 deadline for our SACSCOC 5<sup>th</sup> Year Interim Report and the importance of this review.

**College Coordinators:**

- Make sure that all faculty are aware of the assessment resources available to them on both our website and in-person.
- Make sure that all faculty are aware of the May 31, 2015 deadline for our SACSCOC 5<sup>th</sup> Year Interim Report and the importance of this review.