Agenda

June 5, 2013
1:00 p.m – 3:00 p.m.
Business 209

1.   **Post-analysis of Spring Assessment Reviews**

The committee reviewed the spring assessment process. As the process was the first with the new review rubrics, a detailed discussion of how the forms worked was critical. The committee was unanimously in agreement that the new forms provided clearer guidance and direction to not only the designated recipients but also to the reviewers themselves, thereby leading to a more informed review process.

2.   **Summer Assessment Calendar**

The committee reviewed the upcoming summer assessment calendar.

3.   **Upcoming reviews of Findings, Action Plans, and Analysis Questions**

The committee reviewed the upcoming reviews. Discussion was held over future revision of these forms and the need to integrate these review process with the larger annual review process.

4.   **Calendar Revision**

The committee discussed the need to align the assessment calendar with the academic calendar. The dichotomy in calendars is a legacy of past needs and no longer serves a purpose. Indeed, it is the opinion of the committee – supported by extensive feedback from campus constituents – that this split in calendars helps to create confusion and makes it harder to integrate assessment into the academic environment of programs. A recommendation was carried to move forward with a proposal to align the calendars.

5.   **Fifth Year Interim Report**

The committee discussed Tarleton's upcoming Fifth Year Interim Report. Emphasis was made on the critical role academic assessment plays in this report. Discussion was held on how to assure that Tarleton's assessment culture aligns with the needs of the report.

6.   **Fall Initiatives**

The committee discussed potential revisions of the assessment review forms used in the summer.

7.   **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.