

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 time line
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