

Meeting Minutes: Assessment Committee October 1, 2013

Present Committee Members: Angela Palmer, Nick Campau, Leroy Wright, Deanna Goldthwait, Cindy Horn, Kristen Salomonson, Lisa Ortiz

Absent: George Nagel and Angela Roman

Assessment Buddy Initiative:

Eric Simone is a new addition to the assessment buddy list with Nick Campau serving as his assessment buddy. Eric will be included on the assessment buddy list since he is responsible for writing the assessment report for New Student Orientation. A question was raised as to whether or not the assessment buddies should be changed for the upcoming year. Lisa suggested that the buddy list stay consistent for at least a two-year cycle. This cycle would allow time for one another to adjust to each other and the learning styles of one another. It was concluded that the assessment buddies would stay the same for at least one more year with a possible change for next year, beginning July 1, 2014.

Cindy Horn would like for Cindy Vander Sloot to have an assessment buddy since she is the person who writes the report for University Recreation. Deanna Goldthwait volunteered to serve as Cindy Vander Sloot's assessment buddy. There was a brief conversation on expanding the buddy list to include the committee members who write their own departmental reports. A suggestion was made to assign an assessment buddy to committee members or, at the very least, have another committee member review their report prior to submission.

About Campus Magazine:

A copy of the article, *A Coaching Model for Student Affairs Assessment*, was handed out to the committee members. This article was from the July/August 2013 issue of the About Campus magazine. The article refers to the challenges of assessment, how to coach assessment, and the focus of assessment regarding customer service.

HLC (Higher Learning Commission) Update:

During the most recent Administrative Council, the HLC initiatives regarding assessment were addressed. Student achievement is an HLC initiative which highlights principles of effective assessment and should be included in our

assessment reports. Instead of revising our entire assessment practices, it was suggested that we add a question on our assessment highlights report which takes into account this HLC initiative.

Assessment Report Comments:

The overall feedback obtained from the Assessment Survey regarding the Assessment Highlights Review Day was positive. There is an overall desire to invite other employees from departments outside of Student Affairs to learn more about what we do to support student learning. It was suggested that we invite those who have a direct interest or are closely related to HLC to come to a future Assessment Review Day. A few names that were mentioned are as follows: Leonard Johnson, Fred Heck, Paul Blake, Bill Potter, and Mike Berghoef

Assessment Sharing:

In an effort to keep assessment fresh in the minds of our administrators, Leroy offered to share an assessment highlight at the next Administrative Council meeting, with Kristen sharing at the following meeting.

2013 Assessment Institute Opportunity:

This is a valuable conference for any assessment committee member to attend. The committee members recommended that Nick and Deanna attend the conference this year. Due to the most recent mission of tying budget operations into assessment, the committee felt that Deanna would benefit greatly in attending this conference. A link to the 2013 Assessment Institute conference was given to all committee members.

Other/ Round Table:

The assessment report has been uploaded to the Student Affairs assessment web site and the link was forwarded to Don and Linda. It was suggested that Angie Palmer forward the link to the following individuals as well for review: Fred Heck, Leonard Johnson, Bill Potter, and Mike Berghoef. It was also suggested that Angie contact Ted Helm to inquire about putting the link on the Ferris homepage under the "Ferris Links."

Submitted by: Angela Palmer,
Administrative Assistant to the Dean of Student Life