EMPORIA STATE
U N I V E R S I T Y

STUDENT LEARNING ASSESSMENT COUNCIL
Minutes
November 29, 2016
4:00 – 5:00 p.m.

Members Present: Allan Comstock, Roy Briggeman, Cynthia Kane, Matt Seimears, Shawn Keough, Brian Hollenbeck, Kevin Rabas, Shawna Shane, Linda Adams-Wendling, Michael Smith, Steve Catt, Rich Sleezer, Eric Yang, Joan Brewer, Alfredo Montalvo, Jim Persinger, Kim Simons, Gary Wyatt, Katrina Miller, Eric Conrad and JoLanna Kord

Members Absent: Lynn Hobson, Jim Walther, Dan Stiffler, and Ellen Hansen,

1. The October 25, 2016 meeting minutes were distributed and reviewed. Allan Comstock motioned to approve the minutes, Kevin Rabas seconded the motion. There were no requested edits/changes to the minutes. A call for voice vote showed all approved, no disapprovals, with one abstention.
2. The Assessment Knowledge Share was by Matt Seimears – Chair of the Elementary Education, Early Childhood, and Special Education department. Matt explained the process of how elementary education students are identified as Block I cohorts. It is at this point in their education where the variable (i.e., general education courses and electives) prior academic course work has been completed and students emerge into a specific part of the curriculum where the entire cohort engages in curriculum planning and assessment with practical teaching experiences as a holistic-complementary process (block I). Students are learning how to design lesson plans that are adaptable to various student age groups and learning styles. The assessment of student learning is an integral part of the lesson planning process and informs the students participating in the learning experience (elementary aged students) and provides data to give explanation of learning progress to parents and guardians. The product of this process of cohesively developing the curriculum with embedded assessment techniques benefits both the learner (K-6 students) and the Block I future teachers. It provides current elementary education majors with a very prescribed assessment of the quality of their individual/group work (from the faculty member) and in return also teaches them (elementary education majors) how to apply the same assessment techniques into their planning and teaching efforts as they become professional educators. One of the parts of the share that was most impressive was the integrity built into the development of the thematic content areas. A second was the thoughtfulness that was given to adapting learning techniques to a wide variety of learning styles/types and assessing learning quality through these differentiated learning strategies. The inclusiveness of these approaches is an impressive strength and speaks to all those things we try to accomplish with facilitating learning with our students. It recognizes that learning differs (cognitive, affective, psycho-motor) and that different cultures and student attributes also influence the quality of learning. At the end of the presentation, Matt's acknowledgement of how El. Ed. faculty are working together to transition from the current process of assessing teacher work samples (TWS) to the newest version of assessment using a Kansas Performance Teacher Portfolio (KPTP) exemplifies the faculty dedication involved in ensuring student learning. A direct outcome of planned assessment practices enables intentional improvements in the quality of student learning. These types of assessment efforts inform the quality and continuous improvement of student learning, and showcase ESU as having "A Culture of Innovative Learning", with assessment as the change driver in the process.

Assessment Knowledge Share Schedule: This schedule will be put on hold as we change meetings structure to include specific small group meetings to focus efforts where needed. The next share when that occurs will be provided by Alfredo Montalvo – Chair of the Sociology, Anthropology, and Crime and Delinquency Studies department.

    a.   The Assessment Knowledge Share schedule has been set for the 2017 academic year.

SLAC Meeting Date	Knowledge Share Leader
August 23, 2016	Steve Catt
September 27, 2016	Michael Smith
October 25, 2016	Allan Comstock
November 29, 2016	Matt Seimears
TBS	Alfredo Montalvo
TBS	Cynthia Kane
TBS	Ellen Hansen/Mallory Koci
TBS	Kevin Rabas
TBS	Eric Yang
TBS	Linda Adams-Wendling
TBS	Jim Persinger
TBS	Steve Catt

*TBS – to be scheduled at a later date.

3. Assessment Workshop Scheduled for December 6th at 3:00 p.m. Details are forthcoming, it was asked if this workshop could be recorded so we will need to confirm location availability.
4. Updates: Faculty Qualifications folder and Department Level Assessment Plans in Compliance Assist. The summary of work to be completed was forwarded via the college/school deans and shared with department chairs. We are getting close to having all the work completed. A final check will be done on December 5th.
5. Open Discussion: Spring SLAC Meetings Schedule. The spring SLAC schedule will be adapted to prioritize focused assessment planning and implementation efforts in small group meeting sessions. The meetings will occur monthly as scheduled, with anticipated additional sessions to include chair and program faculty, as we navigate the processes of adaptively enhancing existing program level assessment plans. The revised meeting schedule for SLAC Member groups will be shared prior to the end of the fall 2016 term.

Table 1: Timeline for Faculty Qualifications in SKYBOX and Assessment Reports in Compliance Assist

Faculty Vitae for **Fall** Term **new hires**	**September 5**
Faculty Vitae for **Spring** Term **new hires**	**February 5**
Faculty Vitae **Annual Update** (current faculty)	**Annually by: February 1-15**
Syllabi for **Fall** Term Courses	**Annually by: November 15**
Syllabi for **Spring** Term Courses	**Annually by: March 15**
Syllabi for **Summer** Term Courses	**Annually by June 15**
Curriculum Maps (Program)	**Any Revisions by: May 15**
Describe Annual Assessment Plans for upcoming year – Section to be completed in Compliance Assist	**Annually by: October 10: November 5th for Fall 2016!**
Complete Assessment Template in Compliance Assist	**Annually by: May 25**

6. Meeting Adjourned 4:55 p.m. – The December 14th SLAC meeting is **<u>cancelled</u>** due to finals week. The Upcoming Spring SLAC Meeting Schedule will be determined by the end of the Fall Term (Tuesday, December 20th).