

STUDENT LEARNING ASSESSMENT COUNCIL

Minutes

April 20, 2015

Members Present: Linda Adams-Wendling, Andrew Smith, Eric Conrad, Jim Costello, Julie Cayton for Melissa Bailey, Gaile Stephens for Allan Comstock, Sheryl Lidzy, Brenda Nichols, Joe Yanik, Gary Wyatt, Joan Brewer, Shawna Shane, Lynn Hobson, Matt Seimears, Larry Falcetto, Kevin Rabas for Mel Storm, Steve Catt, Eric Yang, Zeni Colorado, Dan Stiffler, Roy Briggeman, and JoLanna Kord

Members Absent: Gonzalo Bruce, Ellen Hansen, Cynthia Kane, Brian Schrader, Rich Sleezer, Michael Smith, and Alfredo Montalvo

1. The March 16, 2015 meeting minutes were distributed and reviewed. Andrew Smith motioned to approve the minutes, Sheryl Lidzy seconded the motion. There was no discussion. A voice vote was called and all approved.
2. Compliance Assist Interface Q & A session generated lively discussion on timelines for department chairs and assessment faculty/staff for entering information and uploading files into the Compliance Assist Interface. There are such a variety of annual and multi-year timelines that must be considered when gathering and reporting assessment data. Over half of our programs fall under some type of external accreditation reporting requirements and these timelines can and do vary considerably. The main points to the conversation were 1) when is it appropriate to take an annual snapshot of institution-wide assessments; 2) when do specific parts of the Compliance Assist Interface need to be completed; 3) when is it appropriate to report assessment data as related to the currency of the information; and 4) what happens to the information we enter into the Compliance Assist Interface, does it carry forward from year-to-year, do we delete uploaded files or just keep adding more, how do we need to organize the files we upload, by year or term? All of these questions will need to be addressed and as information is gathered and confirmed the SLAC will have a better understanding of how using the Compliance Assist Interface will benefit assessment plan, data, and reporting for ESU. It was mentioned that developing a set of common descriptions for assessment terms would be beneficial. A list will be started, then a survey will be sent out to SLAC to complete each individual's thoughts on what the term list should include and how current definitions and descriptions are being used. One of the barriers to having institution-wide discussions about assessment is developing a common terminology, some confusion occurs because multiple specialized accrediting bodies use their own specific assessment terminology and it differs.
3. New Tools Built to Assist Assessment. A survey instrument developed in Baseline to provide an avenue for faculty members to enter their course-embedded assessments results and describe their change strategies was introduced. The feedback showed that the wording for the instrument implied expectations for faculty that were not in line with current expectations or processes. The wording on the instrument will be changed and a copy of the survey will be sent out to SLAC members for review and input. Ideally, this survey instrument can serve an important purpose in providing an avenue for those individual faculty doing course embedded assessments to report in an easy and efficient manner. Meanwhile, department chairs can access the assessment results occurring within their departments/programs to evidence the emphasis of improvement efforts while providing a record of the quality and extent of course embedded assessments as they occur. Again, the discussion that ensued was

productive and insightful. The curriculum mapping excel spreadsheet is still being designed and will be shown at a subsequent meeting.

4. In open discussion, the subject of faculty professional development in assessment related topics was visited. It will consist of a collaborative effort by the SLAC membership to contribute to these offering in building assessment knowledge and capacity across the faculty of Emporia State University. These collaborations should also include those student affairs staff who engage students in co-curricular learning as well. Planning these efforts can be an important part of the upcoming summer meetings.
5. Meeting Adjourned 4:58 p.m. – Next Meeting Date: May 11, 2015