



Assessment Committee Meeting

September 5, 2013

Brockmann Conference Center

2:00pm

Members: Barbara Zuck, Brian Simonson, Carlo Dacumos, Carol Reifschneider, Charles Pollington, Chris Wendland, Christine Cremean, Curtis Smeby, Daniel Ulmen, Greg Kegel, Jay Howland, Kim Watson, Larry Strizich, Ligia Arango, Lisa O'Neil, Marianne Hoppe, Mary Pappas, Norton Pease, Randy Bachmeier, Rosalyn Templeton, Tracey Jette, Vicki Gist, Virginia Braithwaite

Members Present: Barbara Zuck, Brian Simonson, Carlo Dacumos, Carol Reifschneider, Greg Kegel, Kim Watson, Larry Strizich, Ligia Arango, Marianne Hoppe, Mary Pappas, Norton Pease, Randy Bachmeier, Rosalyn Templeton, Tracey Jette, Vicki Gist, Virginia Braithwaite

Chair: Rosalyn Templeton

Minutes: Debra Bradley

1. Meeting was called to order at 2:00pm
2. Approval of minutes from April 11, 2013.
 - a. Motion
 - b. Second
 - c. Questions
 - d. Correction – date for having the NWCCU report due 09-16-13 not 09-01-13.
 - e. All approving the minutes with the corrections
3. Enrollment Management Plan presented by Tracey Jette
 - a. Short synopses presented during Faculty/Staff Orientation
 - b. This is a living document (continually edited and updated)
 - c. Major trends and data information gathering tools:
 - i. Overall Enrollment for the past 10 years

- ii. Freshmen Enrollment from 2006-2011
 - iii. Persistence and retention 2006-2011
 - iv. Pre-entry Academic Indicators
 - v. Graduation Rates
 - vi. Top Four Majors (in order of enrollment size are)
 - 1. Nursing – 288 or 22.7 %
 - 2. Diesel Technology – 172 or 13.6%
 - 3. Business – 127 or 10%
 - 4. Elementary Education – 103 or 8.1 %
 - vii. Performance in high risk courses.
 - viii. Fall 2012 grade distribution for entering freshmen cohort
 - ix. Financial Aid termination notices
 - x. Student Engagement Measures
 - xi. Student Satisfaction Measures
- d. Strengths and Weaknesses
- i. 240-250 Students have not confirmed enrollment for Fall 2013
 - 1. This time last year was 450 students
 - ii. Students feeling like they are not getting feed back
 - iii. Timing of the survey could be a big facture
- e. Key Strategies of Focus for Student Success
- i. Improving Academic Performance of underprepared students.
 - ii. Creating clear pathways to success by implementing a model of enhanced advising
 - iii. Increase student satisfaction by promoting a culture of quality and service excellence amongst the faculty and staff
 - iv. Ensuring Financial access for students
 - v. Elevating intellectual levels of campus
- f. General Recruitment Strategies
- i. Prospective Student Communication Plan
 - ii. Transfer Student Communication Plan
 - iii. Communication with Recruitment Partners
 - iv. Recruitment Activities
 - v. Travel
- g. Institutional Goals
- i. Headcount enrollment goals
 - 1. ~~1322~~ 1320 students for Fall 2013
 - 2. 1350 students for Fall 2014
 - 3. 1391 students for Fall 2015
 - ii. Retention goal
 - 1. 2013 Cohort Retention 60%

2. 2014 Cohort Retention 63%
3. 2015 Cohort Retention 65%
4. 2016 Cohort Retention 67%
5. 2017 Cohort Retention 70%

4. Defining a Unit – Discussion

- a. UCIP – Unit Continuous Improvement Plan
 - i. 2011-2012 49 Plans with 12 having Assessments completed
 - ii. 2012-2013 49 Plans with 8 having Assessments completed
 - iii. Take a look at your areas plans
 - iv. Deadline for UCIP is September 30, 2013
- b. SLAP – Student Learning Assessment Plan
 - i. 2011-2012 60 Plans and 30 completed
 - ii. 2012-2013 58 Plans with 0 completed
 - iii. Take a look at your area plans
 - iv. Deadline for SLAP is October 31, 2013

5. Possible new day of the week and time

- a. Debra to send out a Doodle.com to all members to see what day of the week and time works for all.

6. Nominations for Chair and or Co-Chair for the Assessment Committee

- a. Send in all nominations to Rosalyn or Debra
- b. Nominations will be taken to the Chancellor for consideration
- c. Deadline is September 12, 2013 at 5pm

7. NWCCU Training

- a. Let those interested getting trained on the NWCCU to let Rosalyn know
- b. All day training in Seattle, Washington at Sea-Tac
- c. Facilitator Training is also available

8. NSSE Report

- a. Will be out in mid-September
- b. New system for reporting

9. Meeting adjourned at 2:57pm