Assessment Committee
Meeting Minutes
September 20, 2013
Innovation Conference Room
Brockmann Center
11:00am

Chair: Dr. Rosalyn Templeton

Minutes: Debra Bradley

Members: Alisha Schroeder, 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, Mary Pappas, Norton Pease, Randy Bachmeier, Rosalyn Templeton, Steven Don, Tracey Jette, Vicki Gist, Virginia Braithwaite

Members Present: Alisha Schroeder, Barbara Zuck, Carlo Dacumos, Christine Cremean, Curtis Smeby, Jay Howland, Kim Watson, Larry Strizich, Ligia Arango, Lisa O'Neil, Mary Pappas, Randy Bachmeier, Rosalyn Templeton, Steven Don, Tracey Jette, Vicki Gist,

1. <u>Call to Order at 11:00a</u>

2. <u>Minutes from September 5, 2013 had corrections</u> –
    1. 3,G,i-Headcount Enrollment Goals
        - 1322 should be 1320
        - Correction was made by Tracey J
    2. Motion with corrections
    3. Moved
    4. Second
    5. Approved with corrections
3. <u>NWCCU Report was sent out and received on time</u>
    1. September 16, 2013 at 3:00p with all reporting in that they received their reports
    2. The cost to have all reports sent - $232.00
    3. Chris Bond is working on getting the virtual campus interviews set up for October 14, 15, 16, 2013
4. <u>NSSE 2013 New Version Report is in</u>
    1. Need to compare last year 2011-2012 to 2012-2013 years
    2. Will send out a report once that is completed
5. <u>Update with SLAP and UCIP with Jay H.</u>
    1. 2012-2013 please go back in and make sure all information is in.
    2. 2013-2014 is not available yet
    3. SLAP information
        - 2011-2012 – 65% completed
        - If you need in please let Jay H. know and he will unlock it
        - October 30, 2013 is the deadline to have all information competed

4. UCIP information
   - 2011-2012 – 12 were completed
   - 2012-2013 – 11 are completed
   - September 30, 2013 is the deadline to have all information completed
   - Consider condensing down the information
5. Christine Cremean brought up concerns with Secondary Education
   - Use OPI assessment data
6. NWCCU can look at the SLAP and UCIP reports
7. Jay H. to give site address and access to NWCCU account was set up –
   - Need name and password from Gary
8. Use Google Chrome when revising and adding information along with saving.
   - Explorer does not allow or save the changes.
9. Curtis S. used his SLAP as a reference on what needs to be done and added
   - Remember to edit the report and type in the results.
   - Second pink box options of what is going to be done for the following year.
   - Each goal – discuss if you are satisfied or not with the results.
   - Overall report recommendations remember to add date.
   - Take ownership of a SLAP or UCIP

6. <u>NWCCU Report from Rosalyn</u>
   1. 2 handouts were given out.
      - Interpretation of Mission Fulfillment
        - <u>Core Theme 1</u>
          - Comprehensive Programs – provide liberal arts, professional and technical programs that serve a diverse student population.
            - Objectives
              - Provide viable academic programs that are current and in demand.
              - Enhance teaching by increasing the number of faculty members participating in professional development activities.
          - Indicators of Achievement
            - Implement Institutional Assessment Plans
              - SLAP and UCIP
                - 90% of programs and units completed
            - Conduct Program Prioritization of all minors and majors
          - Utilized th4e Board of Regents Academic Program Review Process
          - Compared means scores from one survey year to the next
            - Increase by 0.05 per year the number of faculty members participating in professional development activities to enhance their teaching.

        - <u>Core Theme 2</u>
          - Student Success – promote student centered and culturally enriched environment which fosters student success.
            - Objectives
              - Provide a student centered environment conductive to success.
              - Promote a culturally enriched learning environment.
              - Prepare students for careers in their chosen fields.
          - Indicators of Achievement
            - Improve student first year to second year retention rate

- 53% fall 2012
- 56% fall 2013
- Increase 3% annually
  - Improve student graduation rates
    - 4 year, 5 year and 6 year cohort groups by 1%, 2%, and 2% respectfully
- To assess progress in developing a student centered environment
  - To assess progress in developing a culturally enriched environment
    - Means scores from one survey year to another – 2011-2012 will be compared
    - Assess career preparedness using cooperative education employer and graduation surveys.

- Core Theme 3
  - Inclusive Partnerships – partner with external entities to enhance and expand learning experiences.
    - Objectives
      - Expand student's opportunities or external learning experiences.
      - Use external partnership input to develop or enhance programs.
  - Indicators of Achievement
    - Increase the number of classes that have out-of-class experiences
      - Compare to the previous year using the baseline number of 112
        - Until 50% of all courses have out-of-class experiences
    - Use the NSSE Benchmarks of Active and Collaborative Learning (ACL) and Enriching Educational Experiences (EEE) for 2011 and 2012
      - Increase student engagement scores by 0.5 on NSSE, Benchmarks of ACL and EEE
    - Increase the number of advisory boards for programs by one (1)
      - Compared to previous year using 10 boards as base
    - Use input from advisory boards to enhance programs as evidenced by qualitative examples each year from 80% of partners.
7. Meeting was adjourned at 12:05 pm