

**University Assessment Council
Minutes**

Thursday, September 12, 2002
105-K ATRC
3:00 p.m.

Present: D. Bertholf, P. Bowers, A. Carlozzi, B. Edgley, G. Gates, K. Keim, B. Lacy, S. Langstraat, Z. Quible, C. Reichard, J. Schatzer, R. Sheorey, D. Thompson, J. Vitek, G Wilber, J. Wallin, T. Magness,

Announcements:

Gail Gates, will be acting at interim Associate Vice President in Academic Affairs. She will be replacing Dr. Vitek as chair of the Assessment Council. Erica Wooley was introduced as a graduate student in SDEV working on her internship.

General Education Assessment

There is a New Oklahoma State University General Education homepage it links from Academic Affairs:

<http://www.okstate.edu/acadaffr/>

select Faculty & Staff Services, then select General Education

On September 5th the Summer 2002 General Education Assessment Task Group met to discuss the collection of student artifacts and the work accomplished this summer. It was also noted that two new faculty representatives for the Task Group would be needed and additional reviewers would also be needed for evaluating student artifacts next year. President Halligan presented Paul Bischoff and Nigel Jones with a Celebrate State Award for helping to bring the process of assessing general education to the forefront of the University and for their leadership in developing the institutional portfolio. President Halligan stressed the importance of the work accomplished by the committee as being vital to the NCA/HLC review and self-study. There will be a special presentation of the General Education Assessment Task Group work presented at the next regular Assessment Council meeting. Tuesday, October 15th. From 3:00 – 4:30 in room 416 Case Study, Student Union.

The OUA has developed a new brochure for faculty orientation. Additional copies of the brochure are available through the OUA should department heads need the information for departmental faculty meetings. The brochure focuses on "Faculty Roles in Assessment".

Agenda:

1. Assessment Council 2002 – 2003 Meeting Schedule

Tuesday, October 15th. 3:00 p.m. 412 Student Union. This meeting will focus on General Education Assessment. Julie and a group of faculty will request to present at the next AAHE assessment conference.

November Meeting TBA: Council members were asked to review their calendars for the weeks of November 18th. And December 2nd these meetings will be conducting the reviews of outcomes assessment programs for the College of Education programs.

2. Assessment Council reviews of outcomes assessment programs

Council members were given a handout it was noted that many programs have revised their assessment plans since the AC reviews; some programs have restructured their assessment. The process has helped programs become aware of expectations; it is meaningful to have faculty peer review rather than review from an administrative office; it has enabled the Council to better understand assessment policies and practices and it has also greatly increased the amount of questions we receive about assessment plans and uses of assessment funds.

3. Survey of Undergraduate Program Alumni.

The 2002 OSU Survey of Undergraduate Program Alumni was completed in July 2002. A copy of the report was shared with Assessment Council members. The target population for the survey was 1996 and 2000 alumni; hence, the target population is graduates who are 1- and 5- years post graduation. The survey is administered by telephone through the OSU Bureau for Social Research at no cost to the departments. There were 5,569 alumni, with 1,544 surveys completed; 28% response rate. Academic units should have received program specific reports for their school, department, and college during the summer. The OUA is looking for ways to increase the use of the alumni information.

4. What's Happening with Assessment: 2002 – 2003

- Assessment Council review of outcomes assessment programs – COE Programs
- Survey of Graduate Program Alumni – conducted January 2003, target alumni who received graduate degrees in 1997 and 2001
- General Education Assessment – will review at October meeting and will be looking for portfolio reviewers. There is a \$1,000 stipend for reviewers.
- NSSE report – will publicize findings more broadly this year
- OSRHE – annual report

5. Budget request from Electrical & Computer Engineering

The budget request relates to the AC reviews and increased questions that programs have about how funds may or may not be used. OSU is unique in how assessment funds are disbursed unlike many other Oklahoma institutions. The philosophy of the AC is that it is very important that the assessment funds be made available to colleges and departments to facilitate their assessment efforts. The history of NOT using funds to pay faculty salaries led to current AC policy, item #11. The AC has allowed and even encouraged, programs to use funds to pay outside evaluators.

ECEN has developed a new assessment plan that focuses heavily on measuring outcomes using faculty-developed rubrics to evaluate student work, particularly senior-level work produced in capstone courses. Their budget request covers:

- Grades are not same as rubric.
- Propose having grad students use rubric.
- Also request that they be allowed to use assessment funds to pay a \$500 stipend to a faculty member
- Similar to requesting these types of funds for an OUTSIDE reviewers or for grad student.
- Stipend is small

Discussion followed with concern of the growing need of assessment funds for this type of assessment activity. The Council agreed to fund the ECEN project as part of their outcomes assessment plan.

Adjourned 4:45 p.m.