

**University Assessment Council
Minutes**

Wednesday, September 10, 2003
419 Student Union, 3:30 p.m.

Present: P. Bowers, A. Carlozzi, B. Edgley, G. Gates, J. Locke, S. Ownbey, P. Porter, Z. Quible, C. Reichard, J. Schatzer, D. Thompson, G. Wilber, J. Wallin,

1. Director of University Assessment position vacancy

Gates presented information related to the search for a new Assessment Director. J. Wallin will be resigning her current position in November 2003. Assessment Council members will be asked to serve on the search committee for this position. Input was requested regarding the position questionnaire. The new position questionnaire for 'OSU Assessment Director' has been drafted to include oversight of the University Testing & Evaluation Services (UTES) area. Gates explained that UTES will begin reporting to the Academic Affairs / Office of University Assessment areas later this semester; UTES currently reports to the College of Education. Gates explained that it is common at other institutions for UTES services to be associated with the central administration rather than an individual college. The details regarding this change are still being developed.

2. OSU – NOC Assessment Plans

Wallin presented the OSU-NOC Gateway Program Remedial Courses Assessment Plan to the Council. The assessment plan was developed by Gates, Reichard, Wallin, Kouider Mokhtari (College of Education), and three faculty and administrative representatives from NOC in June – August, 2003. The assessment plan includes NOC and OSU components that are aimed at evaluating student achievement of the expected outcomes for the NOC remedial courses, academic performance of these students as they continue in OSU college-level courses in the subject areas where NOC remedial courses were required and completed, and perceptions of OSU student who took the NOC remedial courses.

Wallin explained that a similar OSU-NOC committee would be formed to develop an assessment plan for the general education courses that will be taught at NOC.

3. OSU Assessment Program Plans, 2003-2004

Wallin provided an overview of the proposed assessment activity for the 2003-2004 academic year.

- a. Entry-level assessment will continue as in the past with the addition of assessment studies related to the OSU-NOC Gateway Program.
- b. General education assessment will also continue as in the previous two academic years, using the institutional portfolios to evaluate student achievement of general education expected outcomes and the general education course database to evaluate the curriculum and facilitate course reviews by the General Education Advisory Council.
- c. Program outcomes assessment will include the upcoming 2004 Survey of Undergraduate Program Alumni and spring program reviews by the Assessment Council. Wallin provided a worksheet showing that all OSU degree programs had been evaluated by Assessment Council over the past three academic years and had resulted in many positive changes in program outcomes assessment. Most academic units have submitted revised assessment plans as a result of those reviews. Wallin stated that program outcomes assessment should be further encouraged by using assessment fee money to bring in speakers related to outcomes assessment. Assessment funds are available to bring such speakers to campus to speak to a department, program, or college.
- d. Surveys. Wallin provided an overview of the ongoing and one-time surveys coordinated by the Office of University Assessment. In 2003-2004, the undergraduate program alumni survey will be

conducted, and Pam Lumpkin, Student Affairs, will coordinate the national College Student Survey for OSU seniors (this survey is a follow-up to the national CIRP freshman survey). Work will also continue to follow-up with the OSU results from the 2002 NSSE survey; OSU will participate in that survey again in spring 2005.

4. FY04 program outcomes assessment budget allocations

Wallin presented a table showing the FY04 budget requests and allocations for each academic unit at OSU. The process of allocating assessment funds includes 1) evaluating the unit's budget request to determine if it falls within Assessment Council guidelines for uses of assessment fee money, and 2) determining funding allocations based on number of degrees granted in the academic unit. Some academic units request little or no financial support for outcomes assessment, and the positive remainder (the difference between the amount requested and amount that could be allocated based on degrees granted) is distributed to other units proportionally according to the number of degrees granted. Through this process, many units that submit assessment budget requests receive more than the allocation based on degrees granted alone.

A total of \$214,866 has been allocated to individual academic units for the purpose of program outcomes assessment for academic year 2003-2004 (FY04). Nearly all of the requests for outcomes assessment support were matched with assessment funds this year.

5. OSU Alumni Surveys

Wallin reported that the university-wide, college-level, and unit-level reports from the 2003 Graduate Program Alumni Survey have been completed and distributed to program outcomes assessment coordinators. McKenzie Sampson from the Office of University Assessment has done an excellent job in completing these reports, and she will be in charge of the 2004 Undergraduate Program Alumni Survey, which will be conducted in January 2004.

6. Update on OSU's Reaccreditation Process

Gates provided an overview of the OSU Reaccreditation Team that is preparing for OSU's reaccreditation with the Higher Learning Commission of the North Central Association. The Steering Committee includes one faculty member leading work related each of the five Criteria for Accreditation and individuals providing support for assessment, institutional research, Academic Affairs, Student Affairs, and OSU-Tulsa information. These steering committee members will be asking other faculty and staff, including Assessment Council members, to assist with the process.

7. 2003-2004 Assessment Council Plans

Gates described two working committees for Assessment Council for fall 2003 – one committee to assist in the search for a new Assessment Director, and another committee to work on a revised Assessment Council mission statement. The current Mission Statement for the Assessment Council is shown below and needs revision to reflect more current Assessment Council activity. Assessment Council members indicated which of these committees they would prefer to work on.

Meeting adjourned at 4:40 p.m.