

**University Assessment Council
Minutes**

Tuesday, April 27, 2004

250 Student Union

3:30 p.m.

Present: A. Carlozzi, B. Edgely, G. Gates, B. Ivy, G. Lage, P. Lumpkin, S. Ownbey, P. Porter, C. Reichard, J. Schatzer, T. Weir, G. Wilber.

1. Personnel changes in the Office of University Assessment and Testing

Lumpkin reported that McKenzie Sampson has been hired as Assessment Analyst; she had been serving as a temporary employee for the last year. The position of Senior Staff Assistant is vacant and will be filled as soon as possible.

2. Assessment Council Mission/Vision/Goals statement

The Council reviewed changes made to the draft statement as a result of discussion at the Council's February meeting. The Council also considered the "fit" of current assessment activities with the draft statements. Additional changes were suggested; a revision of the draft statement will be sent to Council members for further review. Some of the concerns that were discussed included:

- * academic programs and student services should be involved in assessment;
- * in addition to academic outcomes, student perceptions, satisfaction, and academic readiness should be assessed;
- * obtaining faculty "buy-in" to the value of assessment is important;
- * council's role is to develop the assessment program so that assessment becomes an integral part of the operations of the university; and
- * general education assessment should be acknowledged in the statement.

3. Plan for council review of outcomes assessment plans/reports

Lumpkin distributed examples of feedback that have been provided to degree program areas as a result of the Council's review of outcomes assessment, and pointed out some common concerns about outcomes assessment plans and reports:

- * assessment plans often state expected or desired departmental outcomes, rather than student learning outcomes;
- * methods are not always clearly linked to expected outcomes; and
- * reports often do not clearly indicate how faculty are involved in assessment and in using the results to improve student learning.

Gates reported that Academic Program Review documents were revised this year to include requests for information about the program's assessment activities. Dr. Strathe asked the Assessment Council to review and provide feedback on these documents in regard to the assessment information requested. Two Council sub-committees are reviewing those documents this semester, and will provide feedback on the specific documents as well as recommendations on how to better integrate the APR and outcomes assessment processes.

Council members discussed how these two processes could be better integrated. This discussion resulted in the decision to schedule Council review of outcomes assessment in Fall 2004 for degree programs that will participate in Academic Program Review in Spring 2006. After receiving feedback (in Spring 2005) from the outcomes assessment review, programs will then have one year before they participate in Academic Program Review. This will give them time to strengthen their assessment activities and, therefore, their APR documentation.

4. Budget request process

Lumpkin reported that all assessment coordinators have been sent information requesting that annual assessment reports and budget requests for FY05 be submitted by the deadline of June 11, 2004.

Several proposals requesting funding for special projects have been submitted since January. In all cases except one, the Office of University Assessment and Testing has been able to incorporate the requested activity into an existing activity. The one exception was submitted as a college level outcomes assessment project (CASNR); it will be considered with all outcomes assessment funding requests for FY05.

5. NOC survey and Alumni Survey

Lumpkin reported that a telephone survey of students in the NOC/OSU Gateway Program in Fall 2003 has been completed. The purpose of the survey is to provide information about student satisfaction and perceived effectiveness of the remedial courses taken. A report of results of the survey will be available this summer.

Data collection for the Alumni Survey of Undergraduate Programs has also been completed. The survey population included graduates from 1998 and 2002 calendar years. A report of the results will be provided this summer.

The meeting was adjourned at 4:51 p.m.