

**University Assessment Council
Minutes**

Wednesday, February 25, 2004
250 Student Union, 3:30 pm

Present: P. Lumpkin, B. Edgley, T. Weir, G. Gates, K. Keim, S. Langstraat, G. Lage, C. Reichard, S. Ownbey, E. Miller (for L. Martin), D. Thompson, G. Wilber, B. Ivy, B. Masters, J. Hattey, P. Porter

Minutes

1. Council Membership

Lumpkin introduced Gerald Lage to the Council. He is taking new responsibilities for accreditation and assessment in the College of Business Administration, and will replace Zane Quible, who completed his term as Associate Dean in CBA in December, on the Assessment Council. There are a few members whose terms on the Council are scheduled to end this summer. Lumpkin will be in contact with these members to talk about their plans to continue or to identify replacements from their area.

September 2003 Council meeting minutes

Minutes from the last full Council meeting on September 10, 2003 were included in the handouts. Members were asked to look these over to see if any corrections need to be made. No corrections were noted.

2. Assessment Report, 2002-2003

Julie Wallin completed the 2002-2003 Annual Assessment Report. The report has been distributed to the Oklahoma State Regents for Higher Education and the OSU A&M Regents. Copies of this report were distributed to those who had not received a copy previously. Reports of Program Outcomes Assessments (appendix I) are bound separately and are available upon request.

From the report, Gates briefed the Council on entry-level assessment, general education assessment, program outcomes assessment and student surveys. It was mentioned that Lumpkin brought the CIRP (Cooperative Institutional Research Program) Freshman Survey and the College Student Survey with her to the Assessment Office.

3. Assessment Council Statement of Mission and Goals

Lumpkin started the discussion with her understanding of how the Council works and her role as the Director of Assessment. A statement of mission, vision and goals for the Council, drafted by a subcommittee of the Council on October 7, 2003, was distributed. After much discussion, it was decided that Lumpkin would create a draft from the suggestions given today and then email the draft to the Council for feedback.

4. Assessment Program Plans

a. Entry-level assessment:

Lumpkin reported that the project to assess the educational impact of NOC remedial coursework will be conducted later this semester. As one component of that assessment project, the Bureau for Social Research will conduct a telephone survey of students who took NOC remedial courses in Fall 2003 to assess students' satisfaction with those courses.

b. General Education Assessment:

Jeff Hattey, chair of the General Education Assessment Committee, distributed copies of the committee's General Education Assessment Annual Report Summary, 2003. He discussed the work the committee did last summer on assessing institutional portfolios of written communication skills, math problem solving skills, and science problem solving skills and reported results of those assessments.

c. Program outcomes assessment:

Council members were given a copy of the schedule that was used for the Council's review of programs outcomes assessment from 2000-2003, and briefly discussed a plan to schedule reviews for Fall 2004. Generally, those programs reviewed in 2000-2001 would be scheduled for review in 2004-2005, with a few changes due to units' plans to revise their assessment plans. The Council will also plan to review Interdisciplinary degree programs, many of which did not go through the review process previously.

5. Lumpkin stated that outcomes assessment reports and budget requests for FY05 would be due in the Office of University Assessment and Testing on June 11.

6. Update on OSU's Reaccreditation Process

Brenda Masters, Associate Professor of Statistics and Director of University Reaccreditation, reported that OSU would be going up for reaccreditation in Fall 2005; a specific date for the Higher Learning Commission's site visit has not been set. Masters discussed the structure and processes that will be used by the self-study team and the six criterion subcommittees. She informed the council about the website "accreditation.okstate.edu" where accreditation materials will be posted.

Meeting adjourned at 4:55 p.m.