

University Assessment Council

Minutes

Thursday, September 1, 2005

9:00 – 10:30 a.m.

250 Student Union

Present: P. Bowers, A. Carlozzi, J. Comer, G. Gates, S. Haseley, C. Hawkins, D. Jordan, G. Lage, L. Martin, S. Ownbey, J. Paustenbaugh, J. Schatzer, D. Thompson, T. Weir, and G. Wilber

Guests: Marlene Strathe and Brenda Masters

Bowers introduced a new Council member, Jennifer Paustenbaugh, Library Associate Dean for Planning and Assessment. Guests Marlene Strathe, Provost, and Brenda Masters, Director of OSU Accreditation, were recognized.

Strathe thanked members for their involvement on this Council. She distributed and discussed two documents - the Higher Learning Commission's (HLC) statement on assessment of student learning and selected pages from HLC's "The Handbook for Accreditation" describing Criteria Three, which is primarily about assessment of student learning. Dr. Strathe described the "evolution" of accreditation towards a focus on student learning and discussed her views on what constitutes effective learning outcomes assessment. She expressed support for the council's efforts to work toward improving program learning outcomes assessment. Strathe is in agreement with the approach the council is taking with feedback on plans and reports to programs, and in allocation of assessment funds to support effective outcomes assessment.

Dr. Strathe suggested that faculty members be encouraged to work together as program faculty to develop effective plans to assess students' achievement of learning outcomes and to use the results to improve programs. Strathe indicated that program outcomes assessment information provided in the Academic Program Review process will be considered as a basis for additional funding for programs.

Strathe supports the professional development sessions that are provided by the council to encourage discussion about assessment and to provide ideas for improving program learning outcomes assessment.

Masters provided copies of the accreditation web site on CD. The HLC team is tentatively scheduled to meet with the Assessment Council on Monday, September 26, 2:00-3:00 p.m., 250 Council Room, Student Union. HLC evaluators attending that meeting will be Funk, Savin and Dean. Executive summaries of the institution's self-study and bookmarks were shared with the Council. Masters invited the Council to check out the web site which has a resource room link, assessment plans link, and the final accreditation report. The Council was encouraged to review Chapter 3 of the report before the visit. Other areas of special interest to the Assessment Council include Chapter 4, which includes information about general education assessment, and Appendix A.

Masters said faculty will be invited to attend the open faculty forum, tentatively scheduled for Monday, September 26, 3:30-4:30 p.m. There will also be separate staff and student forums.

Bowers announced that memos providing budget allocations and feedback on annual assessment reports were sent to departments on Friday, August 26. She has met with faculty in three programs to explain the budget request response and annual report feedback. She has encouraged all programs to invite her to come to their departments to visit with faculty about learning outcomes assessment. Approved allocation to departments for FY06 program outcomes assessment was \$130,000. FY05 assessment account balances were not retained by the programs unless those funds were requested for approved activities to be conducted during FY-6.

Bowers announced that a professional development session is scheduled for September 9 for department heads and assessment coordinators to discuss expectations about learning outcomes assessment and to answer questions about funding decisions. Strathe will attend and provide information about the role of assessment in Academic Program Review and related funding decisions.

This Fall semester, the Council will review and provide feedback on program outcomes assessment for those programs that will participate in Academic Program Review in Spring 2007. Packets of materials to be reviewed were distributed to Council members. Bowers discussed the packet contents, and a sample walk-through was done on one of the packets. An electronic copy of the rating form will be e:mailed to the Council. At the next Council meeting, October 13, the Council's review of these packets will be discussed, and other packets will be handed out for review.

Meeting adjourned.

Minutes prepared by Brenda Brown.