



**UNIVERSITY ASSESSMENT
ASSESSMENT AND ACADEMIC
IMPROVEMENT COUNCIL
MINUTES
FRIDAY, MARCH 5TH, 2010
1:30 PM
224 REGENCY ROOM, SU**

Present: Comer, Damron, Davis, Edwards, Gates, Miller, Najd, Ownbey, Penn, Ray, Rohrs, Swinney, Weiser, Wilber, and with Assessment Terrance Kominsky (TK)

Absent: Damron, DeVuyst, Paustenbaugh, Payton, Sharp,

1. Introduction of new hire Terrance Kominsky (TK) of University Assessment, Statistical Analyst, to Assessment and Academic Improvement Council.

2. Minutes from the February 5th, 2010 meeting were reviewed. No corrections were requested.

3. Penn proposed the requirements for the Faculty Certificate Program and Graduate Student Endorsement in Program Assessment (newly named) be approved into motion. The motion was approved, therefore, the program will be starting in the fall, the certification program will be available to OSU faculty and graduate students. Upon completion of the program a \$500.00 stipend would be paid to faculty and a \$100.00 stipend to graduate students. The total estimated cost of the program would be \$6000.00 a year. At the end of the program, attendees will have to submit a revised or new Assessment plan. Planning for workshops will begin soon so that the program will be ready for fall 2010.

4. Penn proposed changes to the Program Outcomes Assessment Budget Guidelines, part 4, the part of the 1st sentence will be removed, part 11 the words faculty stipend of the last sentence will be removed, part 12 entire paragraph removed. Revisions were passed.

5. Penn proposed the Campus wide Program Outcomes Assessment Rates: FY2011, the proposal was passed with the exceptions of change to remove the first sentence of the 2nd paragraph and to add a reminder under the graduate student's paragraph stating faculty members should be doing the assessment of student products.

The amount of payment for reviewers will be as follows: \$12.50 per every 5-10 page paper that is reviewed and \$25.00 per every 20-30 page paper reviewed. Stipends and one time work will not be paid benefits through Assessment.

6. Discussed list of Academic Program Reviews that are due in 2010 and 2012. Penn asked for APR reviews to be completed by the start of fall semester (college coordinators did reviews in the past). Penn developed template to review reports with criterion that can be used to consistently evaluate the programs. This Evaluation of Reported Assessment Activity for Academic Program Review will made into a Word Document and available to distribute on the website.

Penn asked the group if they would like to split up and review assessment plans and reports for programs undergoing APR in 2012. The Council felt this approach was

valuable but not practical due to time demands. This will be considered again in future years.

7. Penn presented a timeline planner for ETS proficiency test. The Council discussed the timeline. The first noteworthy deadline is May 31st for a decision about oversampling so UAT can get approval from IRB for the project. The IRB approval is necessary to use data from results in future. The date of August 25th on the planner was changed to August 31st as to avoid inclusion of students who may withdraw in the sample.

8. Alumni Survey was discussed. The survey has a 41% response rate with a total of 2973 responses from Alumni. The full report will be available to colleges by May 1st.

9. Graduate Student Satisfaction Survey will be emailed to students Monday March 8th, 2010. A fact sheet was sent to graduate coordinators to remind them about the survey.

10. The mission statement for the Council was discussed to name the director of University Assessment as Chair of Assessment Council with the option of adding a co-chair to Assessment Council for a shared government. Penn will draft some language to be discussed at the next AAIC meeting in the fall. (The April meeting is the combined meeting with GEAC and CAGE.)

The meeting was adjourned at 3:00 p.m.