



**UNIVERSITY ASSESSMENT
ASSESSMENT AND ACADEMIC
IMPROVEMENT COUNCIL
MINUTES
FRIDAY, OCTOBER 7, 2011
1:30 PM, 301 WILLARD**

Present: Brown, Comer, Damron, Fry, Haseley Hathcoat, Hawkins, Neurohr for Paustenbaugh, Ownbey, Penn, Porter, Swinney, Thompson, Van Delinder, Weiser

Absent: DeVuyst, Edwards, Gelder, McDaniel, Paustenbaugh, Weiser, Wilber, Wikle

1. Introductions of Assessment and Academic Improvement Council Members were made.

2. Penn asked for nominations for the election of the AAIC chair and described the criteria for selection. Greg Wilber was nominated. Penn will ask Wilber if he is willing to serve.

3. Penn introduced 2 articles on ProctorU, an online proctoring system for administering exams to students needing proctored exams but not able to go to a testing center. ProctorU would provide the services for monitoring test takers through a webcam and verify the identity of the student through Certified +. There are 3 steps that ProctorU uses to check in and monitor students,

1. Observe test taker.
2. Watch test taker's screen in real time.
3. Authenticate the student's identity with questions that only the test taker would have knowledge.

This system would be used for ALEKS math placement and could be used for exams on campus if departments would like to use this system. Students will be charged a fee to use ProctorU of \$25 for a two-hour block plus about \$9 for each additional hour.

Fry suggested speaking with David Henneberry and ITLE about other groups that might be interested in implementing ProctorU to proctor exams.

4. Penn gave an overview of CLEP exams administered for Oklahoma State University. The largest numbers of test takers were students from 18-22 years of age, which were mainly high school students and college freshmen. The numbers of CLEP exams were decreasing pretty consistently over the last 3 years both locally and nationally. AAIC noted that they were not concerned with declining numbers, as students have other avenues to pursue to receive college credits before entering freshman year such as concurrent enrollment. Students who receive CLEP credits from OSU are primarily testing here at the Testing Center on campus in Stillwater with last year's number at 267, OSU-Tulsa 30, and OSU-OKC at 16. The 3 main CLEP exams administered were College Composition Modular, College Algebra, and Spanish.

5. Penn provided a summary on funding that was awarded for program outcomes assessment in 2011-2012. Once again the largest amount of funding went to graduate assistants, with consulting and faculty stipends approximately tied for second. Penn noted that there were several categories that were not funded at all this year, including surveys, software, telephone calls, and student travel. This reflects changes over time in

best practices in assessment and shows how assessment is maturing at Oklahoma State. Funding for this Fiscal Year was larger than last year for a number of reasons. First, this area was identified as a priority for AAIC and as a result some funds have been shifted into this area. Second, review of previous years' spending showed that not all of the awarded funds are spent every year, allowing for some amount of over-approval knowing that a portion of these funds will not be used. Third, SSB was not as active in the prior year in assessment due to some transitions but is now much more active.

Penn suggested it may be time to consider increasing the assessment fee. Penn noted several reasons why this should be considered. First, in the past the cost of the Course Evaluations was covered by the Office of Academic Affairs. Due to budget reductions, this funding is no longer available and the full cost of Course Evaluations must come out of the Assessment account. In addition, a faculty committee will be considering updates to the course evaluation system which could include implementation of an online course evaluation system. Some online course evaluation systems may be more expensive than the current paper-based system. There could be many advantages to moving to an online course evaluation system, such as multiple evaluations throughout the semester (not just at the end), customized questions by department or even by course, and shorter turn-around time and archiving of results.

Second, the new math placement exam that is being proposed, ALEKS, will be expensive. The ALEKS Advisory Committee is recommending that the math placement exam be paid for by an increase to Assessment fees for undergraduate students. Haseley volunteered to visit with the SGA when the proposal is brought forth for discussion with that group.

Penn asked if there were other reasons to increase the assessment fee – are there other assessment activities that need to be supported that we currently cannot afford? Penn noted that the assessment fee has not been increased since it was implemented several decades ago and as a result it cannot support the same level of activity that it once did (due to inflation). Some suggested ideas included assessing the quality of work from academic advisors. This led to a discussion of possibly developing a task force that could look at developing new ideas into possibly assessing academic advisors' quality of work. Penn provided an estimate for how much revenue would be created for different levels of fee increases. No recommendation was made at this meeting but will be discussed again at a future meeting.

6. Penn reminded AAIC that the Council normally provides feedback on the Assessment Plans and Reports for degree programs coming up on Academic Program Review about 15 months in the future. This allows degree programs time to make changes to their Assessment Plans before they need to submit the Academic Program Review. For this fall that means providing feedback on degree programs up for Academic Program Review in 2013. Penn asked AAIC to review plans and reports for 1-2 assigned degree programs. Penn will ask AAIC members to bring comments and feedback to the next meeting in November. After the comments are collected UAT will draft feedback letters to send to the degree programs.

The meeting was adjourned at 2:50 p.m.