



## Assessment & Academic Improvement Council

Friday, May 2, 2014 3pm

460 Regency Room, OSU Student Union

Present were; Steve Damron, John Gelder, Shiretta Ownbey, Brenda Masters, Tom Wikle, Stephen Haseley, Carol Johnson, Jon Comer, Lisa Cota, Rich Pastenbaugh, Ken Clinkenbeard, Jane Swinney, Bob Davis, Judy Nalon, Christie Hawkins.

Absent were; Karen Neurohr, Raman Singh, Garey Fox, Sarah Gordon, John Ivy.

### **1. Call to order 3:00 pm.**

Announcement: Sarah Gordon introduced as Director of University Assessment and Testing.

### **2. Gen Ed assessment discussion (led by Jon Comer).**

Further discussion regarding assessing diversity is needed. An Ad Hoc subcommittee was formed to review and revise our approach to diversity assessment. Volunteer members are Jon Comer, Lisa Cota, Steve Damron, Sarah Gordon, and Judy Nalon. Steve Damron has begun some research regarding the Assessment Process in other Universities and shared some of the examples he found. Steve Damron suggested we look at qualitative assessment along with quantitative assessment.

### **3. Assessment discussion.**

The assessment office provides assessment funding for the assessment funding needs of departments. Lisa Cota (on behalf of Dr. Gordon) suggested a committee or AAIC members review the requests for funding assessment across campus. Discussion ensued as to how the decisions had been made in the past. At one point, the AAIC committee reviewed and decided funding. Then with Pam Bowers and continuing with Jeremy Penn, it was determined that the funding requests are pretty standard and approved by UAT Director, and anything out of the ordinary could be brought to the committee for discussion and decision. The committee determined that the UAT director should bring forward any concerns about requests that are "gray" with respect to their compliance with budget guidelines, along with a comparison of what each college had approved for the prior period vs. what they requested for the current period. UAT can call the chair of AAIC during the summer months to discuss grey issues, and the chair will consult with several other members of AAIC for input. The UAT director will distribute the list of approved funding prior to the next AAIC meeting in September, 2014.

### **4. Assessment plan reviews.**

Some departments have not updated their plans for several years (2002-03). Some are on paper somewhere (not updated since 1999) but have not been located to review. Lisa Cota explained that while there are 150 or so have plans that have been updated in the last 5 years, there are about 50-60 or so that have not. Programs are reviewed every 5 years as part of the Academic

Performance Review (APR) process. The updated assessment plan or a summary should be required the year prior to APR and submitted to AAIC before further funding can be approved.

**5. Possibility of putting the departmental assessment coordinator list on the UAT website.**

Rather than post the list on the UAT website, UAT will contact the associate deans each August for an updated list of assessment coordinators.

**6. Update on the artifact collection for the 2014 summer general education assessment process.**

We will have enough freshmen but not sure about seniors at this point. We may need to discuss further how we collect senior artifacts next time if we don't reach our goal this time.

**7. General reminders:**

a. Budget requests are due to UAT June 6, 2014

b. OSHRE Annual Assessment reports are due September 5, 2014. Lisa Cota will confer with Sarah Gordon as to whether the due date for the assessment reports can be moved back to September 12, 2014. This will give people the opportunity to work on the reports when they get back from summer break.

**8. Assessment days.**

Suggestion was made by Lisa Cota (on behalf of Sarah Gordon) to have assessment days with each college to answer questions, get help with plans and reports, and provide help one on one for each department/college.

**9. Possible new software system for online SSI's.**

UAT is looking at Class Climate by Scantron. We believe the cost for Class Climate is a one-time, upfront charge of about \$80,000, but we do not have a current exact estimate. Campus Labs, the software we have piloted for the last year, would cost at least \$35,000-45,000 per year to include SSI services for the whole campus. Class Climate has more flexibility. It will accommodate both paper and online surveys.

**10. Other.**

Need to pick dates for next year AAIC Meetings. Traditionally meet on the first Friday of the month. 1:30 pm was voted as the meeting time on the first Friday of the month.

Meeting adjourned 3:55 pm.