



Assessment & Academic Improvement Council

Friday, January 8, 2016 • Meeting Minutes

1:30-2:30 p.m. • 417 SU Exhibit Room 2

Present: J. Romans, S. Damron, J. Nalon, S. Gordon, L. Cota, J. Comer, C. Campbell, C. Ippoliti, S. Ownbey, P. Fry, C. Johnson & C. Hawkins.,

Absent: D. Hobson, R. Singh, B. Masters, K. Neurohr, G. Fox, K. Clinkenbeard, J. Fanning., J. Gelder, T. Wikle, J. Swinney & S. Haseley.

1. Introduction and Call to Order

Dr. John Romans called the meeting to order at 1:34 p.m. Dr. Johnson motioned to approve December 2015 minutes; Dr. Comer mentioned to correct a misspelled word in item two of the December minutes, Dr. Damron seconded; minutes were unanimously approved.

2. Assessment Updates

- a) **Departmental Assessment Budget form:** Dr. Gordon presented the draft of the electronic departmental assessment budget request form. Dr. Gordon outlined the pros of the online form--simplified process, number tracking, and the ability to compile electronic data though excel with this new software. Dr. Gordon then explained that while the new software has not been purchased, she plans to have a working model at the next AAIC meeting in February.

3. Discussion Items

- a) **NSSE Results Presentation:** Dr. Gordon gave a presentation on the results of the 2015 NSSE. Reports were then passed out the respective representatives for each college. The Council agreed to hold off on posting the results and reports of the 2015 NSSE until they have been reviewed by the Associate Deans of each college. The reports will be emailed to the Associate Deans for analysis and approval. Lisa Cota showed the Council how they can use the NSSE website to build custom reports using the aggregate national results.

4. General Reminders:

- a) The next AAIC meeting is Feb. 8th 2016.
- b) Assessment reports for 2015-2016 due September 15, 2016

Meeting adjourned at 2:37 p.m. by John Romans