



Assessment & Academic Improvement Council

Meeting Minutes

Friday, August 11, 2017 • 1:30 – 3:00 p.m. • 460 Student Union

Present: L. Burns, C. Campbell, R. Chung, J. Comer, P. Fry, K. Hickman, C. Ippoliti, C. Johnson, J. Nalon, S. Ownbey, J. Sanders, R. Seitsinger, J. Swinney

Absent: K. Clinkenbeard, K. Gage, J. Gelder, S. Gordon, B. Masters, T. Wikle **Guests:** J. Knecht, A. Witham

Call to Order. Dr. Ownbey called the meeting to order at 1:30 p.m.

Introductions. Introductions were made welcoming three new council members: Dr. Ryan Chung is the new UAT representative, Larry Burns is the new IRIM representative, and Dr. Jenn Sanders is the new COE representative.

CASNR and CEAT have yet to appoint college faculty member representatives. There is no student representative currently appointed to the council.

Approval of Minutes. Dr. Johnson moved to approve the minutes from the May 2017 meeting with minor corrections. Dr. Campbell seconded. The motion passed unanimously.

Assessment Updates.

Annual Program Assessment Report Submission for 2017 (James Knecht) Mr. Knecht demonstrated to the council that UAT now has two forms on their website designed to simplify submitting annual program assessment reports and updated assessment plans. The forms deliver those reports and plans to a centralized location while helping to minimize errors/confusion. They are designed to aid assessment coordinators in keeping plans current. Most, if not all, of the AAIC dean's office representatives indicated they would like to automatically receive copies of submitted assessment reports.

The question was posed as to whether separate reports need to be submitted for each degree (ex: BA/BS) in the same program. The answer is yes, based on Board of Regents requirements. Each degree needs both a separate assessment plan and assessment report, preferably indicating unique learning outcomes for each degree conferred.

Grad certificates can be embedded in a full program's plan and report. If it is not, however then, as a stand-alone graduate certificate, it needs its own plan and report.

The official deadline for all 2016-17 Program Assessment Reports is September 15, 2017.

FY18 Program Outcomes Assessment Budget Award Update (Ryan Chung) Dr. Chung presented an overview of the award process. UAT has received funding requests from seven colleges and 48 programs totaling approximately \$178,000.00. Mr. Knecht indicated the award letters would go out next week. Funds will be transferred as soon as possible.

Report to the Oklahoma State Regents for Higher Education is due December 1, 2017. Dr. Chung outlined his plan for the report format and stated his desire to present a draft of the plan summary to the Council prior to the due date.

Discussion Items.

Follow Up Discussion of 2015-16 General Education Assessment Findings on Diversity. Dr. Ownbey reported that she contacted Dr. Sarah Gordon, one of the four researchers from the Diversity Photovoice Project, asking if the researchers are willing to create a training/informational video for faculty teaching D-courses incorporating some of their findings. Dr. Gordon's response was positive and Dr. Ownbey volunteered to help schedule time with the ITLE people to begin that process.

Another endeavor Dr. Ownbey proposed, after speaking with Dr. Gordon, was using the diversity research to create rubric/writing prompt-based workshops similar to the Provost's Initiative workshops. Discussion followed.

Dr. Ownbey then led discussion regarding identifying faculty who effectively teach D-courses and including them in diversity training workshops/informal gatherings with new D-course instructors. CAGE may be able to help identify qualified faculty.

Idea of Exploring "Sense of Belongingness" for using Diversity Assessment? Dr. Ownbey and Dr. Chung discussed creating a culture of helping (mainly undergraduate) students feel a sense of belonging to continue their college education and persist to graduation. Dr. Ownbey would like to put together a small group to make a plan to get faculty involved in helping students. Mr. Burns pointed out that the Retention Committee is working on student engagement with the #IAMOKSTATE project and expect faculty to buy-in.

College Updates. None

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