



Assessment & Academic Improvement Council

Meeting Minutes

Friday, February 2, 2018 • 1:30 – 3:00 p.m. • 460 SU

Present: R. Chung, J. Comer, P. Fry, S. Gordon, C. Johnson, B. Miller, J. Nalon, B. Smith, K. Teague, T. Wikle

Absent: L. Burns, C. Campbell, K. Gage, J. Gelder, K. Hickman, C. Ippoliti, B. Masters, S. Ownbey, J. Sanders, R. Seitsinger, J. Swinney

Guests: K. Hunger, S. Stansberry, A. Witham

Call to Order. Dr. Johnson called the meeting to order at 1:35 p.m. There was no quorum.

Approval of Minutes. Due to the lack of quorum, the January minutes will be approved in March 2018 meeting along with the February minutes.

Assessment Updates.

OSU Student Satisfaction survey progress – Dr. Bird approved the survey. Once launched, the survey will be closed in early/mid-April with preliminary data analysis results available to AAIC at the May or June meeting.

Nuventive Improve – Assessment System Progress – The sole source purchasing paperwork has been submitted.

Program assessment reports/plans discussion with colleges – Dr. Chung and Ms. Hunger are in the process of meeting with associate/assistant deans to discuss program inventory lists. Their goal is to meet with representatives from each college by early March.

Qualtrics update – Qualtrics should be fully implemented the week of February 9. Darlene Hightower will send out invitations for training to the different departments. Dr. Chung volunteered himself and Ms. Hunger to train AAIC members should they be interested.

Discussion Items.

OSU Alumni Survey discussion (2019 spring). Dr. Chung is concerned with the response rate of Alumni Survey. Approximately 5,000 emails were sent out during the last survey period resulting in a response rate of roughly 10%. One of the causes of the low response rate can be attributed to outdated or unmonitored email addresses. Fixes to this problem include getting updated email addresses from the Alumni Association (working with IRIM), altering the time the survey is launched, shortening the survey length, and changing the order of questions in the survey. Discussion followed.

Assessment of Information literacy planning. Dr. Chung will begin working with the library to begin assessing Information Literacy. CAGE will discuss this topic at their next meeting.

College Updates. None.

Other. None.

Adjournment. The meeting adjourned at 2:08 p.m.