



## Assessment & Academic Improvement Council

### Meeting Minutes

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

**Present:** L. Burns, C. Campbell, R. Chung, J. Comer, P. Fry, K. Gage, K. Hickman, C. Ippoliti, B. Miller, J. Nalon, S. Ownbey, B. Smith, J. Swinney, T. Wikle

**Absent:** J. Gelder, S. Gordon, C. Johnson, B. Masters, J. Sanders, R. Seitsinger, K. Teague

**Guests:** K. Hunger, S. Stansberry (for J. Sanders), A. Witham

**Call to Order.** Dr. Ownbey called the meeting to order at 1:31 p.m.

**Approval of Minutes.** Dr. Swinney moved that the January minutes be approved. Dr. Comer seconded. The motion passed unanimously. Dr. Comer moved that the February minutes be approved. Dr. Swinney seconded. The motion passed unanimously.

#### **Assessment Updates.**

**OSU Student Satisfaction survey progress** – Dr. Chung informed the Council that the online survey has been created, the IRIM request for student data request has been approved, and the “Final” version of the survey has been sent to all associate/assistant deans for each college for final approval and/or edits by the end of day 3/2/18. Dr. Chung anticipates the survey will be sent out after spring break.

**Program assessment reports/plans discussion with colleges** – Dr. Chung reported that he and Ms. Hunger have met with representatives from all the colleges, UAT has updated the report/plan database to reflect all current degrees, and approximately 83% of required reports have been submitted with good standing.

**NSSE 2018 data collection update** – Dr. Chung stated that NSSE has a 9.4% response rate to date. He feels that the low response rate is directly related to the lack of incentives for students to reply. In order to improve response rate this year, UAT is working with IT to create a survey link on Brightspace in addition to NSSE-generated reminder emails.

**Qualtrics update** – Qualtrics is now officially accessible to all of the OSU-Stillwater campus. Access for the Tulsa campus is being investigated.

#### **Discussion Items.**

**Guidelines for Use of Assessment Funds update** – A subcommittee met to discuss assessment award guidelines, specifically regarding payment of exams used for assessment purposes. In order to make the award disbursement more equal, and in consideration of purchasing the Nuventive Improve software, the subcommittee determined it would be best to discontinue funding any exams. A motion to update the guidelines per the subcommittee’s recommendation was made by Dr. Hickman. Dr. Miller seconded. The motion passed unanimously.

**Assessment of Information literacy planning** -- Ms. Ippoliti posed the following question to the Council: “How can the library help initiate and support a campus-wide effort to provide and support information literacy as a general education component and/or assess it on a large-scale systematic level knowing that they (the Library) can’t do it on their own by themselves?” Discussion followed. It was decided that CAGE should further research the subject at their next meeting.

**OSU Alumni Survey discussion (2019 spring)** – Dr. Chung asked that the Council be open to brainstorming a new version of the Alumni survey for spring 2019. This topic will be discussed at a further date.

**Meeting with all three committees together (AAIC, CAGE, GEAC) spring 2018 April or May** – After discussion regarding finals and graduation occurring close to the scheduled May meeting date, a consensus was reached that the joint AAIC/CAGE/GEAC meeting should take place in April to maximize attendance. The joint meeting will take place Friday, April 6 from 1:30 to 3:00 p.m. Location to be announced.

**Summer 2018 Meeting Planning** – Dr. Chung asked the Council to consider meeting during the summer months. No decision was reached.

**Upcoming AAIC Chair Election** – Dr. Ownbey expressed her willingness to continue as AAIC Chair for another 2-year term.

**College Updates.** None.

**Other.** The purchase of Nuventive Improve has been approved by OSU Purchasing. Official training and implementation for all academic programs in Nuventive Improve will begin in spring 2019.

**Adjournment.** Dr. Ownbey adjourned the meeting at 2:33 p.m.