

Assessment and Evaluation Sub Meet and Confer Meeting Notes
September 29, 2010

Present: Jean Haar, Co-Chair, Interim Dean for the College of Education, Kellian Clink, serving as Co-Chair for Andi Lassiter and representing Library and Unaffiliated for the FA, Rick Straka, VP for Finance and Administration, Ted Johnson, representing IT, Kirsti Cole, FA rep for A & H, Lynn Akey, Director of Institutional Research, Jennie Cashin, Institutional Research, Avra Johnson, Interim VP for Planning, and Daria Paul Dona, FA rep for College of Education.
Absent: Andi Lassiter, Co-chair, FA rep. for SBS

The committee agreed that meetings would begin on time.

Jean acknowledged the hard work of last year's co-chairs, Jackie Lewis and Mike Miller.

Rick Straka noted the work that the university is involved with Financial Performance Assessment—composite financial ratios indices.

Jean read the charge of the committee.

Previous meeting notes were reviewed. No corrections or additions were noted.

Topics addressed during the course of the meeting:

- *Review of the history of both the ETS Proficiency Profile (formerly the MAAP) and the Student Learning Outcomes and their relationship to one another.* The first is required (from amongst 3 considered) by our buy-in to the Voluntary System of Accountability. The test, which allows for 50 extra questions, uses 200 participants (half freshmen/half seniors) MUST be administered next year. The subgroup willing to work on making this happen, including discussing how to recruit and reward the participants, will be: **Andi Lassiter or Jean Haar, Daria Paul Dona and Lynn Akey.** They will meet separately. Lynn Akey can convene. This will be our public face for academic achievement, providing an overview for parents and prospective students seeking to compare institutions. This is only one measure of academic achievement and does not preclude others with more internal audiences that will aim more at self-evaluation and improvement. Lynn will let the group members know when a seminar can be offered to those able to attend.
- *Currently the BSSE, NSSE and FSSE are underway.*
- *There is currently an opportunity for the university to participate in a HLC Assessment of Student Learning Academy, which is an opportunity to have expert guidance for a 4 year period to do a 'big project' assessment. Kellian suggested Advising or Student Writing.*
- *Another topic related to the need to comply to our agreement to the VSA is the intentionally brief, unoperationalized Student Learning Outcomes.* The subcommittee that will work on formulating communication to constituent groups is **Ted Johnson,**

Avra Johnson, and Kristi Cole. We discussed the need to set the tone that communicates that this has been vetted by the appropriate bodies, including Meet and Confer, but is still malleable. Daria suggested a technological way of offering up other opportunities to discuss the Student Learning Outcomes, which, while they came out of the VSA commitment, represent the committee's best efforts, based on research of comparator institutions and long conversations. They were intentionally left without means of measuring them, because we need the campus input to decide that this does reflect our values about student learning before any more work goes into them. They are not to be envisioned as any piece or part of the priority setting that is intimately connected with budgeting.

- We talked about the lack of a culture of assessment here. There have been disruptions in continuity of staffing. There is a backlog of program reports that have not been reviewed. We did discuss the possible option of responding ever so briefly to the now-historical program reviews in favor of working more proactively toward present and future assessment needs. Institutional Planning, Research and Assessment work together. Current positions include Lynn Akey, Director of IR, who reports to Avra Johnson, Interim VP for Planning; Nathan Gustafson, an Institutional Research Specialist; and Jennie Cashin, a research analyst. Nathan works with the day to day IR matters, such as athletes, the IPEDS, and the MN Cost Studies. Jennie will be supporting administration of the NSSE and Noel Levitz and the like. The IR will be able to serve departments and individuals to help them design and benefit from assessment.
- Agenda for next meeting:
 - Review of ETS Proficiency Profile
 - Report from Subgroup on ETS
 - Report from Communication Subgroup on SLO