

**MINUTES OF THE ACADEMIC OUTCOMES ASSESSMENT COMMITTEE
TUESDAY, APRIL 27, 2004
COLLEGE UNION ROOM 7**

Ms. Kayla Fessler called the meeting to order at approximately 3:32 p.m.

Voting Members in Attendance: Dr. Kristy Bailey, Dr. John Boyd, Ms. Kayla Fessler, Dr. Martha George, Mr. Tim Green, Mr. Douglas Gregory, Mr. Ken Harrelson, Ms. Carlotta Hill, Ms. Judith Martin, Dr. Jessica Sheetz-Nguyen.

Absent Voting Members: Dr. Jo Ann Cobble, Mr. Romeo Opichka, Ms. Mary Panches.

Others in Attendance: Dr. Patti Buxton, Dean, Division of Social Sciences; Dr. Jim DeChenne, Dean, Division of Learning Resources; Dr. Brenda Harrison, Associate Vice President for Academic Affairs; Mr. Al Heitkamper, Dean, Division of Information Technology; Dr. Jim Schwark, Dean, Division of Business; Dr. Annmarie Shirazi, Dean of Planning & Institutional Effectiveness; Mr. Max Simmons, Dean, Division of Science & Mathematics; Ms. Susan VanSchuyver, Dean, Division of Arts & Humanities.

Announcements

- Martha George made the motion to approve the minutes from the February 24 meeting.
Judith Martin seconded the motion. The motion was approved unanimously.

Student Assessment Day

Dr. Annmarie Shirazi informed the Committee that she received positive and questionable feedback in reference to the proposal of offering a student assessment day. To better understand the proposed assessment day, Dr. Shirazi suggested and will follow-up on inviting Dr. Gus Pekara, from Lakeland Community College in IL, to present information on assessment.

Status of 5 year Assessment Plans

Kayla Fessler informed the Committee that the divisions of business, science and mathematics and social sciences assessment plans have been reviewed. The Academic Outcomes Assessment Steering Committee will meet with the deans of information technology and arts and humanities to view their assessments. The deadline for completed assessment plans is November 1, 2004.

Kayla informed the Committee that October 1, 2004 is the deadline for the Assessment Report. She asked the Committee to think about information to be included in the report.

WOW

Dr. Martha George informed the Committee that she has received thirteen proposals to participate in the WOW program. She suggested reserving one week during the fall semester for speakers to present information about specific discipline and techniques in

reference to assessment. This program can be used as one of the elements for consideration for meritorious performance for staff and faculty. This is a volunteer program.

After a lengthy discussion on how to present assessment to the faculty, the Committee considered adding a time slot for "Department Assessment" in the fall orientation schedule. Academic deans and division AOAC representatives will work with select faculty from their division in the implementation of assessment guidelines for programs in their division. They may use the recommendations for their five-year assessment plans made by the AOAC Steering Committee as a source for any changes they choose to make.

2004 Goals and Objectives

John Boyd and Kayla Fessler have drafted a long-term assessment strategic plan which includes an assessment budget. Providing the approval of the Provost/Vice President for Academic Affairs, this plan will be presented to the Committee in the fall.

The meeting adjourned at approximately 4:15 p.m.