

## STUDENT LEARNING ASSESSMENT COUNCIL

### Minutes

August 20, 2014

Members Present - Allan Comstock, Andrew Smith, Brian Schrader, Cynthia Kane, Dan Stiffler, Ellen Hansen, Jim Costello, Larry Falcetto, Matt Seimears, Mel Storm, Patrick Martin, Shawna Shane, Sheryl Lidzy, Steve Catt, Joe Yanik, Michael Smith, Gary Wyatt, Nate Terrell, Rich Sleezer, JoLanna Kord, and Brenda Nichols

Members Absent – Zeni Colorado, Eric Yang, Linda Adams-Wendling, Lynn Hobson, Gonzalo Bruce, Melissa Bailey

1. Introductions
2. Student Learning Assessment Council (SLAC) Charge

The group reviewed the charge and the members were encouraged to comment either at the meeting or via email to Jo. It was reiterated that this group will facilitate assessment within their respective areas and that the group consists of institution-wide membership. The objective of assessment is to improve student learning. It was noted that external reporting and accreditation standards will always be part of the overall operations and these requirements are dynamic. This group will work together to meet those changes as they occur.

3. Future Meetings Schedule

It was determined that the Council will meet on the third Monday of each month from 2:00 – 3:00 p.m. Since the group is so large, Jo will meet at additional dates and times to keep all informed of happenings and to share information and provide support, as needed.

4. Integrated Learning – Analysis of Past - Plan for Future

The document was reviewed briefly to point out some of the specifics. It serves to bring historical relevance, identify existing practices and data sources, and pose potential assessment directions. It wasn't intended to present a new assessment plan, but to set the context for future planning efforts. Going forward assessment strategies will be designed and integrated across the institution as an outcome of the efforts of the Council. Council members, in collaboration with faculty and personnel in their respective units work together to design and coordinate assessment efforts.



## 5. Assessment Reports – Timing and Report Deadlines

- a. Higher Learning Commission – Assurance Argument Annual Updates – the Council decided that the annual updates for the HLC assurance argument will be completed by October of each year. The reporting cycle will include data from the summer, fall, and spring terms, respectively. The first reports will be completed in October 2015. The current reporting cycle was completed throughout the past year with a culmination of the PASL reports this past March. Data collected this summer 2014, fall 2014, and spring 2015 will be reported in October 2015.
- b. Specialized Accreditations (CAEP, KSDE, ALA, AACSB) – All specialized accreditation reports are to be compiled and submitted as required and in compliance with specific deadlines. These due dates are determined by the specialized accrediting bodies.
- c. Identify Other Reports – The Council didn't discuss this topic, but it is important that we share information about all reports that are submitted for accreditations purposes, so we can assemble a comprehensive list. This will keep everyone informed and improve planning and coordination across all reports. This topic will be covered in the next Council meeting.

## 6. Campus Labs – Quick Dance Around the Site

- a. Compliance Assist – This module in the campus labs suite is where we are building the assessment planning component to provide alignment of program and course outcomes, attach data files and summarize data findings and reflect on next strategies to improve student learning. From this module, assessment reports can be generated. The Council will be working in unison with Campus Labs to design the interface to implement the assessment plan.
- b. Baseline – This module has two specific tools (rubric and survey) that can be used to capture data used to support assessment strategies. This data can be aligned with data capture needs in the planning piece of the compliance assist module.
- c. This platform allows for assessment strategies to be aligned with the University's strategic plan and produce reports showing the progresses made toward goals.

## 7. Skybox – Assessment Folder – Access & Documents

Jo is meeting with IT to set up access to the skybox for all Council members. The name of the skybox folder is "Assessment Info". All committee documents and other files will be stored here for easy access.

8. Open Discussion – Jo will be sending an email with a survey link on Monday the 25th. The survey asks Council members to identify those individuals with assessment roles and responsibilities within their respective areas. If there are discussion topics you would like added to the agenda, please let Jo know via call or email and the topic will be placed on the next meeting agenda.
9. Meeting Adjourn at 3:00 p.m.