



Meeting Minutes  
Assessment Committee  
October 4, 2013 – 11:00a.  
Innovation Conference Room  
Brockmann Center

Chair – Rosalyn Templeton

Minutes – Debra Bradley

**Members:** Alisha Schroeder, Barbara Zuck, Brian Simonson, Carlo Dacumos, Carol Reifschneider, Charles Pollington, Chris Wendland, Christine Cremean, Curtis Smeby, Daniel Ulmen, Greg Kegel, Jay Howland, Kim Watson, Larry Strizich, Ligia Arango, Lisa O’Neil, Mary Pappas, Norton Pease, Randy Bachmeier, Rosalyn Templeton, Steven Don, Tracey Jette, Vicki Gist, Virginia Braithwaite

**Members Present:** Alisha Schroeder, Brian Simonson, Carlo Dacumos, Christine Cremean, Jay Howland, Larry Strizich, Randy Bachmeier, Rosalyn Templeton, Steven Don, Tracey Jette

1. Call to Order at 11a
2. Minutes of September 20, 2013
  - a. Corrections – add names of made motions and seconds to approve the minutes
    - i. Larry Strizich made the motion and Marry Pappas second the motion to correct the minutes from September 20, 2013.
  - b. Steven Don made the motion and Tracey Jette second the motion to approve the minutes with correction
  - c. All approved
3. Year Five Self Evaluation due Fall 2014
  - a. Standard Three – Planning and Implementation
    - i. Implement, Enhance, Accomplishment, Meet Objectives, Meet Core Themes
    - ii. Participatory Planning
      1. Vision Planning
      2. Retention Planning
        - a. Learning Center
      3. Mission Statement
        - a. Campus Wide
        - b. September 2011
        - c. BOR Approved
      4. Core Themes
        - a. Campus Wide
        - b. September 2011
      5. Program Prioritization
      6. Performance Metrics
        - a. Possible connection with Retention
        - b. Statewide initiative

- c. Campus Wide
  - 7. Emergency Plan
    - a. Safety and Disaster (SAD)
  - 8. Campus Wide Assessment Plan
  - 9. Campus Wide Management Plan
- iii. 3.A – Institutional Planning
  - 1. Who can answer the questions or oversee the answers
  - 2. 3.A.1 through 3.A.4
    - a. Chancellor will oversee
  - 3. 3.A.5
    - a. Brian S. will oversee
- iv. 3.B – Core Theme Planning
  - 1. Who can answer the questions or oversee the answers
  - 2. 3.B.1 through 3.B.3
    - a. Provost
    - b. Academic Council
    - c. Assessment Committee
    - d. College Deans
    - e. Chancellor’s Council
    - f. University Academic Council
    - g. Student Success
  - 3. Jay H asked about the Institutional Comprehension Plan
    - a. Two year Strategic Plan in place till Spring 2014
    - b. Then the Strategic Plan will begin
- b. Standard Four – Effectiveness and Improvement
  - i. Regularly and systematically collects data, Analyzes the data, Formulates evidence-based evaluations of the achievements of core themes, Define procedures for evaluating the integration and significance of institutional planning, Allocation of resources, Application of capacity in its achieving the intended outcomes of its programs and services, Achieving its core themes, Disseminates assessment results to its constituencies, Use those results to effect improvement
  - ii. 4.A – Assessment
    - 1. Who can answer the questions or oversee the answers
    - 2. 4.A.1
      - a. Provost
      - b. Chair of Assessment Committee
      - c. Director of Institutional Assessment and Accreditation
    - 3. 4.A.2
      - a. Provost
      - b. Chair of Assessment Committee
      - c. Director of Institutional Assessment and Accreditation
      - d. College Deans
      - e. Assessment Committee
      - f. Academic Council
      - g. Academic Senate
    - 4. 4.A.3
      - a. Registrar’s Office
      - b. Student Success
      - c. Deans and Chairs
      - d. Assessment Committee
      - e. Director of Institutional Accreditation
      - f. Academic Council

- g. Academic Senate
    - 5. 4.A.4
      - a. Academic Council
      - b. Assessment Committee
    - 6. 4.A.5
      - a. Provost
      - b. Assessment Committee
    - 7. 4.A.6
      - a. Provost
      - b. Assessment Committee
      - c. Director of Institutional Assessment and Accreditation
  - iii. 4.B- Improvement
    - 1. 4.B.1
      - a. Provost
      - b. Assessment Committee
      - c. Director of Institutional Assessment and Accreditation
      - d. College Deans
    - 2. 4.B.2
      - a. Academic Affairs/Deans
      - b. Student Success
      - c. Learning Center
      - d. Student Support Services
      - e. Academic Council
      - f. Assessment Committee
4. Virtual Visit with NWCCU
    - a. October 14, 15, and 16, 2013
    - b. Chris Bond will be sending out schedules
      - i. Please mark your calendars
  5. SLAP/UCIP
    - a. Jay to have the 2013-2014 ready to open on October 11, 2013
    - b. October 31, 2013 is the deadline to have the 2012-2013 SLAP/UCIP complete
      - i. Larry S made the motion
      - ii. Tracey J second
      - iii. All approved
    - c. Jay H to send out real dates for the SLAP/UCIP to see how far off the campus is
  6. Next meeting October 18, 2013 at 11a
    - a. Larry S to discuss reviewing system of the SLAP/UCIP
    - b. Jay H to make a possible rubric
    - c. Possibility of getting groups made to evaluate the SLAP/UCIP
  7. Meeting adjourned at 12 noon