

April 15

Henderson State University Assessment Team

Meeting Minutes

Dawson Room, 4:00 p.m.

April 15, 2013

Present: Sidney Chandler, Deb Coventry, Ronnie Monroe, Pam Ligon, Margaret Hoskins, Lynette Jones, Phillip Schroeder, Brett Serviss, Sheryl Strother, Joyce Shepherd, Wrenette Tedder, Bob Yehl, and Ginger Otwell

Absent: Blake Smith, Karen Spradlin, and Chad Fielding

Next Meeting: April 29, 2013

Meeting called to order 4:00 p.m. by Phillip Schroeder.

Old Business:

The team continued the previous meetings topic regarding changing the assessment cycle for academic and/or administrative units. The question of whether it would be beneficial for assessment units to change from a cycle where observations are made and changes proposed in June of each year or changing to a cycle where observations would be made at the end of November and any proposed changes would be ready to incorporate into a budget proposal if necessary was discussed. Each team member requested feedback from the units they represent regarding preferences on this topic. The team determined that each cycle has its advantages/disadvantages to different assessment units and proposed drafting a proposal to the Provost where assessment units would be able to select the assessment cycle that best suits their department's needs while each unit still maintains an annual assessment cycle.

Dr. Schroeder appointed the following assessment team members to a sub-committee to draft a proposal to the Provost by our meeting on April 29, 2013:

Dr. Brett Serviss, Chair

Pam Ligon

Lynette Jones

Dr. Margaret Hoskins

Wrenette Tedder

Announcements:

Dr. Schroeder announced that Claire Howard, a freshman music major has agreed to be the undergraduate student representative to the Assessment Team.

There being no further business the meeting was adjourned at 4:45 pm.

Respectfully submitted,

Lecia Franklin