

February 11

Henderson State University Assessment Team

Meeting Minutes

Dawson Room, 4:00 p.m.

February 11, 2013

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

Absent: Chad Fielding, Lecia Franklin, and Lenette Jones

Next Meeting: February 25, 2013

Meeting called to order 4:05 p.m. by Phillip Schroeder.

ANNOUNCEMENTS

General Education Committee Report: A committee update was provided by Deb Coventry and Wrenette Tedder. There are four (4) rubrics in place for this semester. The critical thinking component is the latest rubric to be added. Assessment data is now available to be shared with the General Education Committee. The General Education Committee will meet again in two weeks. Several questions and concerns were addressed by the group. The department chairs will assign the rubrics to be utilized by each course. The deadline for providing spring data will be due prior to finals week.

Assessing the Bachelor of General Studies (BGS) degree was also discussed. The program has an assessment plan, but it is currently not being implemented. Since data is needed to make action plans and/or recommendations, the Assessment Team will recommend that the BGS students submit an essay and use a rubric scored by various faculty. It was mentioned that these students may already be assessed through one of the General Education rubrics. The Masters of Liberal Arts degree implemented rubrics last fall.

Dr. Claudia Beach and Dr. David Evans will be invited to an upcoming meeting to provide updates

on their assessment efforts.

Assessment Awards: The academic and non-academic winning units were announced. Both units will be honored at the assessment awards luncheon (TBA) in addition to their respective year-end service awards ceremony. The faculty ceremony is scheduled for April 11. The nonacademic service awards ceremony has not been scheduled.

Assessment Luncheon: The winning units will be formally notified and invited to a luncheon in their honor. Chad Fielding has agreed to coordinate the event. AAACL Conference (UALR), March 27: attendance confirmation by A-Team members: Wrenette asked for a count of those planning to attend the Arkansas Association for the Assessment of Collegiate Learning (AAACL) spring conference on May 27.

NEW BUSINESS

Representative communications with Units: Deb reminded the Team as part of our assessment efforts each member is to keep a contact log when they correspond with their respective units. She provided an example of how her communications have been positively received.

OLD BUSINESS

Assessment Newsletter: Articles for the assessment newsletter were assigned. Deb Coventry will write on the progress of the General Education Committee. Sheryl Strother will address her transition as a new Team member. Blake Smith will provide a student's perspective of assessment. Bob Yehl's assignment is to cover this year's academic and non-academic assessment award winners. Phillip asked to have these submitted by March 1. Training: Wrenette will provide a training session during the February 25 meeting which will cover the assessment cycle, assessment language, and the Team's goals.

There being no further business, the meeting adjourned at 4:45 p.m.

Respectfully submitted,

Pam Ligon, secretary