

# February 9 Minutes

---

## Henderson State University Assessment Team

### Meeting Minutes

Wilson Room, Garrison Center, 4:00 p.m.

February 9, 2015

Present: Stephen Adkison; Angela Boswell; Nathan Campbell; Deb Coventry, co-chair; Daniel Fitzroy; Lenette Jones; Lloyd Moyo; Ginger Otwell; Paige Reagan; January Schultz; Brett Serviss, co-chair; Drew Smith; Celya Taylor; Wrenette Tedder; Dale Van Noy; Bob Yehl

Absent: Bernie Hellums; Claire Howard; Beth Ann Maxfield; Sheryl Strother

Next Meeting: March 9, 2015

### CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Deb Coventry, Co-Chair.

### APPROVAL OF MINUTES

The Minutes from the December 8, 2014 meeting were approved.

### ANNOUNCEMENTS

**Assessment Team Website.** Brett Serviss has now updated the new Assessment Team website. He reiterated to the Assessment Team that the website contains a wealth of information relating both to the function of the Team and to university's assessment processes and plans.

**Higher Learning Commission (HLC) Update.** The HLC Steering Committee and each of the five Criterion Committees continue to work on the university's Assurance Argument for the Higher Learning Commission. The committees will prepare a draft of the Assurance Argument by March 20, 2015 in order to present it to the Faculty Senate and other stakeholders. It is hoped that bringing this before the Faculty Senate will illicit more ideas about potential evidence that can be incorporated into the argument. An edited version should be ready by the Fall semester in preparation for the final submission to HLC in October 2015.

Wrenette Tedder mentioned that during this process, the Assessment Team might be asked to provide assessment related information. A team member inquired whether the Assessment Team should share any assessment data or pick an exemplary showcase for evidence. It was agreed that

depending on the request, it would be best to try to show the exemplary plans as evidence of what we as a university are striving towards.

### **OLD BUSINESS**

#### Continued Review of Revised Rubric for the Evaluation of Assessment Plans

The Assessment Team continued reviewing the Revised Rubric for the Evaluation of Assessment and a lengthy discussion ensued. The team focused on both the content and the structure of the entire rubric and made various suggestions for its improvement. Deb Coventry volunteered to incorporate all the suggestions into a final version that will be shared with the team after the meeting.

### **NEW BUSINESS**

#### Evaluation of Assessment Plans and Proposed Timeline

In order to facilitate the evaluation of the Academic Assessment Plans, Wrenette Tedder will create groups of two team members and assign these groups 3-4 Assessment Plans by email after the meeting. These groups will need to use the newly revised rubric to evaluate their assigned Assessment Plans by the March meeting of the Assessment Team.

### **ADJOURN**

The meeting adjourned at 4:59 p.m.

Respectfully submitted,

Daniel Fitzroy, Secretary