

# January 13

Henderson State University Assessment Team

Meeting Minutes

Dawson Room, 4:00 p.m.

January 13, 2010

Present: Jeff Bailey, Lecia Franklin, Bernie Hellums, Margaret Hoskins, Matthew Kirkpatrick, Pam Ligon Vernon Miles, Phillip Schroeder, Brett Serviss, Karen Spradlin, Wrenette Tedder, and Bob Yehl

Absent: David Thigpen, Ginger Otwell

Next Meeting: January 27, 2010

## **Announcements**

Wrenette Tedder will provide a status report on the Higher Learning Commission (HLC) accreditation selfstudy process at the January 27 meeting.

Chairman Schroeder remarked that during the December meeting the Team members present brainstormed about long-term goals and how to adapt our assessment process to fit with the existing campus structure.

## **Old New Business**

February Newsletter articles are due by January 18. Vernon Miles, Phillip Schroeder, Kathy Strause, Wrenette Tedder and Bob Yehl have agreed to submit articles. Jeff Bailey and Matthew Kirkpatrick were asked to consider submitting an article on the student's prospective of assessment. Jeff asked if we might consider creating a shorter version of the newsletter for the Oracle to include in one of their issues.

Dr. Miles provided a Campus Climate Survey update. Approximately 1,000 comments were made. Although there is a clear need for improvement in several areas the comments were more positive than negative. The results will be shared with the campus community shortly. All areas of concern

will be taken seriously.

Dr. Miles informed the Team that a group of Henderson employees will be traveling to Chicago in April for the Higher Learning Commission Annual Meeting.

Chairman Schroeder remarked that he and Wrenette wanted to revisit one of the goals set fall 2008 – increasing better communication with the campus community. Brett suggested Wrenette schedule time during departmental meetings to discuss assessment.

Wrenette challenged the Team to go to the assessment web site and offer suggestions for improvement.

Dr. Miles will suggest to the president, and he himself will begin, to include assessment information when speaking to campus groups on various other issues.

Wrenette reiterated the importance of Team members attending departmental assessment meetings and workshops.

### **New Business**

Phillip raised the question whether to add additional Team members. Margaret remarked that the Ellis College is underrepresented. It was also mentioned that the general studies program is not represented.

It was discussed that possibly each department have their own assessment team within the college/department. A college/departmental representative would then report back to the Assessment Team.

Phillip will send out an email soliciting names from Ellis College for additional Team members.

During the December meeting the Team discussed whether to continue reviewing all of the assessment plans. Phillips suggested that we continue to review all plans. The HLC will evaluate the Team. There is a need to stay fully engaged as a Team in the evaluation process.

Goals for the semester and summer include:

- (1) Communication
- (2) Record and Document the Team's involvement
- (3) Evaluation of Unit Assessment Plans
- (4) Solicit New Members

Wrenette mentioned that two SAU Tech employees had met with her to learn about TracDat and our assessment process.

Next meeting scheduled for January 27.

The meeting was adjourned at 5:10 .pm.

Respectfully submitted,

Pam Ligon, acting secretary