

# March 28

Henderson State University Assessment Team

Meeting Minutes

Dawson Room, 4:00 p.m.

March 28, 2011

Present: Debra Coventry, Chad Fielding, Lecia Franklin, Margaret Hoskins, Lenette Jones, Pam Ligon, Vernon Miles, Brett Serviss, Phillip Schroeder, Blake Smith, Karen Spradlin, Bernie Vellum, Hope Warner, Bob Yehl

Absent: Wrenette Tedder

Next Meeting: April 11, 2011

## **ANNOUNCEMENTS**

Chair Phillip Schroeder called the meeting to order at 4:00 p.m. Incomplete data for academic and non-academic units; assessment plans for the Higher Learning Commission visit. Phillip stated that a priority of the Team is to work with those units who have incomplete assessment plans.

Plaques to be given to Assessment Award recipients. This year Dr. Miles will present the plaque to Athletics, the non-academic recipient, during the staff awards luncheon in May. The plaque for Computer Science will be presented during the Faculty Service Awards on April 26. In the future the presentation for the faculty award may be scheduled at a different event. Phillip asked that Brett Serviss convey this information to the Faculty Senate.

## **OLD BUSINESS**

Updates from Committees: University Assessment Plan. Co-chair Vernon Miles said their committee might need to meet one additional time. They should be ready to submit their plan at the next Team meeting. Assessment Team Handbook. Co-chair Margaret Hoskins said she would work with Wrenette to see what content should be uploaded to the assessment webpage. Assessment Plan for the Assessment

Team. Co-chair Pam Ligon stated that their committee should be able to submit their plan to the Team by the April 11 meeting date. Bernie Hellum thanked the Team members who met with the NCATE representatives.

Their response was most positive. Margaret asked if the announcement of the assessment award could also be made at the back-to-school faculty meeting in fall.

There being no further business, the meeting adjourned at 4:25 p.m.

Respectfully submitted,

Pam Ligon, secretary