

# March 5

Henderson State University Assessment Team

Meeting Minutes

March 5, 2012

Present: Wrenette Tedder, Ginger Otwell, Phillip Schroeder, Bob Yehl, Brett Serviss, Bernie Hellums, Joyce Shepherd, Karen Spradlin, Debra Coventry, Dr. Vernon Miles, Stephanie Elder, and Blake Smith

Absent: Lenette Bailey-Jones, Margaret Hoskins, Pam Ligon, Chad Fielding, and Lecia Franklin

Next Meeting: March 26, 2012 at 4:00 p.m. in the Garrison Center Dawson Room

## **I. Announcements**

Wrenette Tedder announced the upcoming AAACL conference at Pulaski Technical College on April 12th. She asked if anyone from the team would like to attend the conference with her. General Education Assessment will be the topic of discussion. Dr. Miles suggested asking members of the General Education Committee to go to the conference.

## **II. Discussion**

Wrenette asked Dr. Miles if it would be possible to add her on the General Education Committee and to have one of the General Education Committee members sit on the Assessment Team.

The Higher Learning Commission team did not provide much information on what will be included in their write-up of their visit. They listed a few strengths and weaknesses and stated that the write-up will be sent prior to April 3rd. One area that Dr. Miles feels Henderson will have to address is general education. Dr. Miles met with Claudia Beach regarding the General Education Committee and discussed the possibility that the Assessment Team may take over the committee. He is waiting on the report before making that decision.

Dr. Schroeder started the discussion on transitioning some of the current Team members off of the team and bringing in new members. Ms. Tedder stated that in the past we have had both the

outgoing and the incoming members attend the meeting for a specified period so that the new members can get mentored by the outgoing members. Dr. Miles wants to wait until the HLC report is received before any transitioning begins.

Dr. Schroeder took this opportunity to apologize for circumventing the Committee on Committees procedures in order to obtain a representative for the SGA. He stated that his purpose for doing this was to ensure that the SGA representative would be a “hands on” member.

The Assessment Awards Luncheon is being planned for April. Dr. Miles has been given the names of the two departments being awarded this year and will be sending them a letter inviting them to a luncheon in their honor once the date for the luncheon has been set. Tentative dates are April 10th or April 17th in the Sun Room at 11:30 a.m. – 1:00 p.m. Ms. Tedder will get with Aramark to set the meal and then notify Dr. Miles and the Team of the final arrangements.

The meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Ginger Otwell