

November 4

Henderson State University Assessment Team

Meeting Minutes

Dawson Room

4:00 p.m.

November 4, 2013

Present: Nathan Campbell, Bernie Hellums, Claire Howard, Lenette Jones, Pam Ligon, Maurie Maestas, Ronnie Monroe, Brett Serviss, Joyce Shepherd, Tammi Wardlaw, and David Warren

Absent: Deb Coventry, Drew Smith, Sheryl Strother, Wrenette Tedder, and Bob Yehl

Next Meeting: November 18, 2013

The meeting was called to order at 4:00 p.m. in the Dawson Room by Brett Serviss, co-chair.

ANNOUNCEMENTS

Approval of the October 28, 2013 Minutes was postponed until the November 18 meeting.

OLD BUSINESS

Assessment training workshops. The first of several training workshops will be held beginning Tuesday, November 5, from 1:30 p.m. – 3:00 p.m. in Evans 204. Brett encouraged all to attend, especially the new members.

Evaluation of assessment plans. Rubrics for assessing both the academic and nonacademic units were distributed. A list of assessment plans needing immediate attention were divided among the team members. A pdf version of the plans in question will be delivered via email to the membership Tuesday morning. Each team will meet at their convenience to review their respective units. November 18, 2013 is the slated deadline.

NEW BUSINESS

No new business.

Brett welcomed Tammi Wardlaw as a new member representing Finance and Administration. Tammi replaces Lecia Franklin.

There being no further business, the meeting adjourned at 4:20 p.m.

Respectfully submitted,

Pam Ligon, secretary