

October 8

Henderson State University Assessment Team

Meeting Minutes

October 8, 2008

Present: Wrenette Tedder, Ginger Otwell, Angie Bell, Megan Harness, Margaret Hoskins, Pam Ligon, Phillip Schroeder, Karen Spradlin, and Bob Yehl

Absent: Lecia Franklin, Lauren Watters, Patricia Weaver

Next Meeting: November 13, 2007, 3:00 p.m., Galloway Room

Announcements

The first meeting of 2008-2009 began at 3:30 p.m. in the Dawson Garrison Room. Wrenette Tedder welcomed both returning and new members to the University Assessment Team.

Wrenette Tedder gave the Team a brief history of the University Assessment Team, which formed in 2003. Currently one representative for each college, one representative for each Vice President, one representative for the President, one representative for SGA, and one representative for Graduate School serve on the Team.

Wrenette Tedder announced that she would be meeting with Dr. Miles on October 27th to discuss his vision for assessment and the need for his support in the assessment efforts.

The Higher Learning Commission will conduct their 10 ear visit three years from now. The Team needs to push hard now to get Henderson up to date in the assessment process.

During October and November the assessment office will hold training sessions on developing assessment plans.

Discussion

A report was given regarding the “closing of the loop” for 2007-2008. The report is as follows:

Department/College	% Closed	Number Closed	Number Not in Compliance	Number Not Closed - Extenuating Circumstances
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Ellis

College	71%	17	3	4
School of Business	67%	2	1	0
Teacher's College	56%	9	6	1
Finance & Administration	63%	5	2	1
University & Community Rels.	100%	8	0	0
Student Services	62%	8	4	1

President's Office

There was an overall 68% completion rate for 2007-2008 assessment plans, which was higher than 2006-2007.

Wrenette Tedder discussed setting Team goals for 2008-2009. The following were the goals set by the Team:

1. Increase participation/compliance to 80%.
2. Find assessment successes and tout them to everyone.
3. Communicate successful findings not only to departments but to students.
4. Add more representatives for Ellis College. Ellis College is the largest college at HSU so it needs more than one representative on the Team.
5. More open communication with Dr. Welch, the Vice presidents, Faculty Senate President and Faculty Chair of Academic Affairs Committee.
6. More open communication with Deans, Department Chairs and Assessment Coordinators to discuss assessment on a continuous basis.
7. Fine tune the assessment process for HSU.

The Team discussed the need for consequences for those departments who are not complying in the assessment process. One way to do this may be to get all non-compliant departments together and set one goal, one objective and one measure for each of them.

The Team also discussed having better communication with all departments to help them

understand the process better. Most departments already do some type of assessment and may not know it. Wrenette Tedder, and a Team representative, needs to sit down with the different departments and discuss what they already do and how to incorporate that into the assessment plan.

The next meeting was set for October 29th, at 3:00 p.m.

The meeting was adjourned at 4:40 p.m.