

Assessment Council

IPFW Campus

Meeting Minutes

December 2, 2014

MEMBERS PRESENT: B. Wilkinson, K. Johnson, A. Downs, K. McDonald, S. Anderson, J. Hook, M. Drouin, N. Jackson, B. Price,

MEMBERS ABSENT: C. Lindquist, P. Bingi, Cigdem Gurgur

Agenda

- **New business**
 - Introduce Director of Assessment and new council members
 - Elect a chair
 - Discuss Assessment Council Documents
 - Develop Assessment Plan
 - Current Assessment Plans and Reports
 - 2013-14 Assessment Reports
 - Sharing and storage of documents
 - Update on HLC Assessment Academy
 - Schedule Work Activities
- **Good and Welfare**
- **Adjournment**

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CALL TO ORDER: Kent called the meeting to order at 3:07 in Kettler Hall 178

HANDOUTS: 12/2/14 agenda.

NEW BUSINESS

- The new Director of Assessment, Kent Johnson, and new council members were introduced.
- Kent talked about his past assessment experience.
- There was a discussion on the assessment struggles at IPFW and the role that the council will serve in the coming years. The conversation suggested that we will need to continue to define the appropriate role for the committee and how we will develop our assessment strategy moving forward.

- Kent suggested leading departmental assessment workshops next semester to assist faculty in the development of more assessable learning outcomes, curriculum maps, assessment strategies, data collection and storage, analysis, and reporting. Each workshop would be custom designed to address each group's own assessment concerns and accommodate the assessment stage of each department.
- There was concern about the effort and duplication of information required to create several administrative reports with similar, if not, identical requirements. The conversation suggested that administrative reports should be more useful, multi-purposeful, and procedurally as similar as possible.
- Reviewing Senate Document 98-22, The Plan for the Assessment of Student Academic Achievement was discussed.
- Bob announced IPFW's involvement in an upcoming HLC Assessment Academy. The beginning focus of the committee will be to address the concerns of the last HLC self-study review and the creation of a culture of assessment on campus. He suggested the assessment council start by developing an assessment plan. He will provide sample assessment plans, reference documents, and accreditation information to the members for review before the next meeting.
- Kent recommended for the council to provide feedback on the quality of the assessment process for the assessment documents that were done in this cycle. There was no decision made on how to process prior assessment plans and reports.
- Michelle was unanimously elected assessment council chair.

FUTURE MEETINGS

- December 10, 2014 in KT 178

ADJOURNMENT

- The meeting was adjourned at 4:12 p.m.

Respectfully submitted,

Wanda Johnson
Assessment Staff