Assessment Leadership Team Minutes 9/7/18, 9:00am, 245 Rankin Hall

Attendance: Edie Wittenmyer (COT), Joe Harder (SCOB), Denise Collins (CGPS), Shelley Arvin (Library), Ruthanne Ekwealor (AAC), Kelley Woods-Johnson (AAC)

1. Member Reports
	1. Joe: SCOB had their Assurance of Learning Retreat on 8/17/18; aligned with AACSB accreditor terminology. Feb 2020 will be their next accreditation. Plan to retire in 2020. SLAC committee will be meeting in two weeks and start a phasing process for new assessment reps.
	2. Edie: COT Program Coordinators will attend an assessment meeting today. Dean is focusing on accreditation coming up. CET is ABET. Goals to bring ATMAE programs up to ABET. Parents of NSO are interested in ABET status. High priority to move that along. Has done the HLC reports, highly involved with COT assessment.
	3. Shelley: Public Services dept did a summer project using VALUE rubrics to assess student samples for information literacy competencies. Awaiting some results; Overall score on a 4 point rubric was 2.38. These were seniors near graduation, so targeting ways to help that score improve at this point. Struggled most with ethics (citing/plagiarism), did the best at creating thesis statements/defining an information need. Will be sharing with campus soon with suggestions for improvement.
	4. Ruthanne: Working on reviewing information for assessment. Learning the website, updating information, and starting glossary project for assessment pages.
2. Coordinator’s Report (Kelley)
	1. Current Projects:
		1. Has started meeting with department/program chairs about assessment practices and needs in their units, as well as about the upcoming reporting process. Meetings have been largely positive so far, and many faculty have responded to the request to meet.
		2. FCTE training sessions with Josh Powers and Linda Ferguson have started and will continue through the end of the month to make sure faculty are informed about reporting and the use of Blue Reports for gathering data.
	2. Budget ideas
		1. Edie: Training to help faculty with limited experience learn how to do assessment and their responsibilities in assessment, rather than just copying what others have done before. Possibly do this at a department meeting so instructors and professors can do this. Joe – In SCOB different departments meet as programs or as departments regularly. We could tap into those group meetings to promote assessment.
		2. Joe: Finding ways to help make assessment everybody’s job rather than falling to one person who is willing and/or able.
		3. Shelley, Joe: Typical grant requests – be able to list these on the website (ex: SCOB brought in a consultant from ETSU, we covered part, BCOE brought someone for the CAEP accreditation process – the limited time and investment on a resource)
		4. Denise: Leading working sessions rather than just presenting and leaving.
	3. SOASR Rubric
		1. Review the draft rubric for the next ALT meeting – bring feedback.
		2. Ruthanne and Kelley will be working on establishing interrater reliability on the rubric by doing evaluations of this year’s report in tandem.
3. Chair’s Report (Shelley)
	1. Co-Curricular Report Update
		1. Shelley and John Sare have been working on this report, and it is in draft form. Planning next to meet with Josh Powers and then with other co-curricular units.
		2. Library report will look a little different. LFA has reviewed the document, but taken no action on the current draft.
	2. Artifact Repository
		1. Working with Joe and with Stephen Patton on this prototype project.
4. Assessment Council
	1. Joe: Practical approach – be clear on the upcoming reporting requirements and structure
	2. Denise: Improving satisfaction by creating an outcome or giving space for input so that people get to participate actively and in a concrete way.
	3. Kelley: Will put together the agenda and the Qualtrics survey to send out on Monday
5. IUPUI Assessment Institute coming up – Interest in attending? Share with the group and find out if we can support some in going.