

ASSESSMENT COMMITTEE MEETING MINUTES
Thursday, September 12, 2019 2:30 p.m. to 3:30 p.m.
Memorial Union-Cottonwood Room

In attendance:

Vickie Kelly (Chair), Cat Jaynes (administrative support), Debbie Isaacson, Amy Memmer, Erin Grant, Jericho Hockett, Danny Wade, Benjamin Reed, Jennifer Ball, Nancy Tate, Christa Smith, Tom Hickman, Gloria Dye

Welcome and Introduction of New Members

There are new committee members this year. Vickie welcomed new members and they introduced themselves to the committee.

Status of Assessment Reports and Plans

This is the last year assessment reports and plans will be reviewed on paper. Next year we will review them using the new electronic reporting system. We have almost completed reviewing the assessment reports and plans for the year. Next month we will begin to train committee members on how to review reports and plans in the new Watermark AMS (Assessment Management System) software.

We should have a good overview of where we are with the paper reports by next month. The final overview report will look different this year because of the switch to the new system.

Watermark AMS – Dr. Nancy Tate

Nancy gave a tutorial of the new Watermark AMS (Assessment Management System) software. Nancy showed the committee a completed assessment plan from the Education department and highlighted features/benefits of the system. With the new system you can create the mission statement within the plan, create program student learning outcomes, and create the curriculum map, etc. Categories for the curriculum map have changed from taught, taught and assessed, and assessed to introduced, practiced, and reinforced.

Some additional features/benefits:

- Outside accreditors can be mapped.
- Attachments can be uploaded to Watermark AMS. This will eliminate having files on multiple drives.
- Findings can be used to find out how well they did with their measures.
- Eliminates having files on multiple drives.
- Reports will be available immediately after a department submits.
- No more Saturday assessment retreats.

Departments will have until December 1 to input paper plans into the new system.

Committee Tasks

Assessment Plans

All assessment plans will need to be reviewed this year since they are being inputted into the new system, so next semester we will start asking members to review. The plans will still need to be reviewed by two members and Vickie will continue to reconcile the reports before they are sent to the departments.

Assessment Extravaganza

The Assessment Extravaganza topic this year will be University Student Learning Outcomes (USLOs). Vickie asked members to begin thinking about table topics and leading a table discussion at the extravaganza. The committee should bring topic suggestions to the next meeting and ideas on how to improve or change the extravaganza. Do we keep the same format as last year? How many tables? How many topics?

The Assessment Extravaganza will be held on February 13, 2020, 2:30-4:30 in Kansas room, Memorial Union.

Final Remarks

Assessment and Grants office is now located in Garvey.

Jericho suggested emailing past table topics to the committee.

Amy volunteered to present oral communication results at the extravaganza.