

Ad Hoc Assessment Committee  
Meeting Notes  
September 26, 2008

Present: Diane Armpriest, Alton Campbell, Jeanne Christiansen, Gail Eckwright, Paul Gathercoal, Jeannie Harvey, Mark Nielsen, Debbie Storrs, Dana Stover

Jeanne introduced discussion on continuous improvement on assessment plans, processes, and results and asked the group to help identify strategies that could be used to continue to refine the quality of plans and results. Discussion included:

- Potential reasons for variation in quality of plans
  - Incomplete (developing) knowledge
  - Worked through cycle and need more information
  - Could be situational – to unit needs
- Programs will grow with the process with more experience
- Strategies for continuous improvement
  - Peer to peer sharing
  - Brown bag lunches – include programs that can share success
  - Provide resources, especially on web
  - Build within colleges relying on college strengths
  - Create a consulting team
  - Coordinate efforts at the college level – need attention of dean
  - Build meaning – rationale and results – how does this process help programs?
  - Continue to communicate that we are recording what many units have been doing for some time
- Be clear about when HAC approval is needed
- Provide strategies for connecting work to scholarship

The group recommended the following as strategies to support the assessment work of faculty:

- Periodic brown bag sessions
- Web resources
- College focused commitment (dean needs to advocate, provide resources and technical assistance, share results in college)
- Create consulting team
- Communicate (tools and resources, mass emails [clarify what is sought for October 15], share timeline, provide rubric for self assessment)

An observation was shared that the quality of the assessment process was connected to time in a faculty or administrator position description.

No insights were shared on the process as it unfolded over summer and early fall 2008.

Suggestions for future information sessions included:

- Assessment of graduate programs
- Examples – peer to peer sharing
- Rubrics – sharing examples in use by programs
- Discuss why we assess – develop meaning for work
- Share success stories

The future of the Ad Hoc Assessment Committee was discussed. It was suggested that the committee remain on call and that the group be expanded to include other individuals who have assignments in their programs for assessment processes.