University-Wide Assessment Committee  
October 26, 2011  
8:00 a.m., Dawsey Conference Room

**Members Present:** John Beard, Teresa Burns, Jennie Cassidy, Lori Church, Margaret Fain, Steve Harrison, Holly Legg, Tim McCormick, Chris Mee, Anne Monk

**Members Absent:** Jim Luken

**Opening Remarks**

Tim McCormick, Chair, convened the meeting at 8:00 a.m. in the Dawsey Conference Room and welcomed all present.

**Meeting Minutes**

The minutes from the meeting on September 28, 2011 were distributed. With minor corrections being made, a motion to approve the minutes was offered by Teresa Burns, seconded by John Beard, and approved by the committee.

**Assessments of 2010-2011 Plans**

Tim McCormick encouraged the oversight committees to make sure all areas covered have submitted their reports for 2010-2011 and their plans for 2011-2012. As of today, all but two administrative units have submitted their reports and all academic units and student development units have submitted their reports.

**Senior Exit Survey Discussion**

The Senior Exit Survey will be e-mailed to graduated seniors this morning through the Provost Office. The link will be sent out 3 times to give all seniors the ability to take it. There was no giveaway this semester; however, there will be one in May.

**Student Learning**

John Beard reported that the Student Learning Oversight Committee had reviewed the 2010-2011 assessment reports. The Committee ranked the reports and made suggestions on how the reports could be improved. The idea with the review was to help departments understand how to report on all the data they have gathered. The departments also needed to understand that others outside of their areas are also reading the reports. The departments should write their reports at the University level not the department level.

**Student Development**

The Student Development Oversight Committee will be conducting their student focus groups next week. They are still in need of students to participate. If any offices know of
any students willing to participate, please have them contact Jennie Cassidy. Also on the agenda for the committee are the research questions that were developed last year. The Committee will work on answering those questions. The leadership assessment has also been delayed.

**Administrative Units**

Anne Monk reported that the Administrative Units Oversight Committee reviewed the 2010-11 assessment reports to give feedback for all departments. The departments have had a problem with the information sharing within the individual departments. Most of the administrative units only have 1 or 2 point people who work on assessment and the others in the department have no idea what is happening.

**Next Meeting**

The next meeting for the University-Wide Assessment Committee which was scheduled for November 23, 2011 has been canceled. The next meeting will be on December 14, 2011 at 8:00 a.m. in the Dawsey Conference Room. On the agenda will be the University-Wide Assessment Report that is due in January. With no further items to discuss the meeting adjourned at 9:00 a.m.