Members present: Jean Ann Brakefield, John Beard, Jennie Cassidy, Whitney Comer, Bruce Gregory, Allison Faix, Stephen Harrison, Tara Josey, Chris Mee, Caesar Ross, Pat Singleton-Young, Frankie Weeks, Tom Woodle

Members absent: Travis Overton, Geoff Parsons

Opening Remarks

Jennie Cassidy, Chair, convened the meeting at 3:00 p.m. in EHFA 164 and welcomed all present.

Assessment Sharing Day Suggestions

Jennie Cassidy reported that Assessment Sharing Day is in the planning process for later in the spring semester. She recounted the Student Development presentations from last year and asked for volunteers or suggestions for this year’s presentation. After discussion among the committee, Chris Mee suggested that Steve Harrison present on behalf of University Housing as many changes are underway in that area. Harrison agreed to present.

Training Needs

John Beard requested feedback on training needs in the area of assessment. Past training has focused on the use of TEAL Online and basic assessment. He asked the committee to contact him with any suggestions regarding training that would be beneficial in their assessment efforts. Mee suggested that most areas could use assistance in writing the analysis and results section of the reports since this is the area that was identified by SACS as needing improvement.

Cassidy suggested that it may be beneficial to select a report from each area to be reviewed and discussed at these meetings. Suggestions could be made from the committee to improve the analysis and results section of each report. Beard agreed that this could be beneficial as the reports need to be easily understood by outsiders who are not familiar with a particular area.

Benchmarking Study

Following up on a recommendation based on the NSSE results, Cassidy introduced a Benchmarking Study that is underway to compare staffing and hours and services among other universities. Peer and aspirant institutions as well as direct competitors have been identified. Student workers in Counseling Services have started research, but additional help is needed to complete the study by the end of the Spring semester. Committee members selected universities from the list that they will research and were asked to return the data to Jennie by the end of the semester.
Update on Leadership Assessment

Whitney Comer reported that the tokens for the Leadership Assessment are not yet available due to a processing problem in accounts payable. She will notify the committee when they are available. One training session has been held and additional sessions will be scheduled in the near future.

3 Research Questions

Based on the need for additional data, discussion of the three research questions is tabled until the next meeting. Working groups 2 and 3 will present their findings at that time.

Focus Groups

Discussion of the notes from the Focus Groups held in the Fall semester is tabled until the next meeting as well.

Next Meeting

The next meeting of the University-Wide Assessment Committee – Student Development will be on February 16, 2011 in EHFA 164. There being no further time to discuss business, the meeting adjourned at 4:00 p.m.