

**Arkansas Tech University – Ozark Campus
Assessment Committee Meeting Minutes
May 8, 2008**

Members present: Ester Leonard, Pat McCreary, Sherry Brown, Bruce Sikes, and Ron Hutain.

Absent: Debbie Wofford

The meeting began at 3:00pm.

Ron Hutain and Bruce Sikes went to the assessment meeting at Russellville last week. Russellville is to have assignments complete during Summer II and scanning reports of Ozark is on that list of assignments. Dr. Cary Roberts will be here in the middle of June with a scanner to take in information of our campus assessments. Mr. Sikes will email the faculty of what they need to do to prepare for this process. A faqs sheet was passed around concerning non-academic assessment. Ozark campus needs to work on this at some point and there needs to be an assessment committee member included from non-academic side. Sikes made motion to have Ken Warden represent non-academic on the assessment committee with second given by McCreary. All approved.

As of now, October 1, is the end of the assessment cycle and the start of a new assessment cycle. Russellville uses August for the assessment cycle. Sikes made the motion to adopt August for the assessment cycle on Ozark campus with second given by Brown. All approved.

Sikes asked about assessment training for this campus prior to the start of school. It would be good to have all on the same page and a lot of instructors have not dealt with this. Assessment needs to be part of the routine. How to get data from instructors with the variables including new instructors, different level of technical skills assessed was also discussed. Two models were given that are used for assessment and could be tailored to fit our needs. As a future goal the campus may rework these two models during a workshop with the campus working as a group to make the “assessment to fit your needs”. All assessment committee agendas and minutes are to be emailed to Dirk Hamlin for inclusion in the website.

The meeting was adjourned at 3:55 p.m.