

Arkansas Tech University
Assessment Committee Minutes
January 26, 2010
Mary Anne Salmon SGA Senate Chamber

The Assessment Committee met in the Mary Anne Salmon SGA Senate Chamber on Tuesday, January 26, 2010, at 2:06 pm. Members present were Dr. Willie Hoefler, Dr. Annette Holeyfield, Dr. Jan Jenkins, Dr. Robin Lasey, Dr. Brenda Montgomery, Dr. Carey Roberts, Dr. Jeff Robertson, Ms. Tammy Rhodes, Mr. Bruce Sikes, Ms. Annette Stuckey, Ms. Carol Trusty, Dr. Susan Underwood, and Mr. Wyatt Watson. Members absent were Dr. Daniel Bullock, Dr. Jerry Forbes, Dr. Mary Gunter, Mr. Ron Hutain, Ms. Karen Riddell, Dr. Dave Roach, and Dr. David Underwood. Student representatives Ms. Savanna Knight and Ms. Danielle Jolie were also present.

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| Call To Order | Dr. Carey Roberts called the meeting to order at 2:06 pm. |
| Approval of the Minutes | <p>Corrections were made on a typo and changes from “student satisfactory inventory” to “student satisfaction inventory” in third and fourth paragraphs of the Student Services Grant in the December minutes.</p> <p>Dr. Robin Lasey motioned to approve the minutes. Dr. Brenda Montgomery seconded. The motion was passed unanimously.</p> |
| Old Business | <p>ABET Conference Grant Dr. Daniel Bullock, Dr. Florian Misoc, and Dr. Carlos Castillo proposed a grant requesting \$2,717.12 for an ABET sponsored assessment workshop. This grant requested full funding including travel; this is the first assessment grant to fall under new guidelines requiring travel to be approved by the Vice President for Academic Affairs. This workshop will help educate faculty members with ABET’s strict assessment process. Training from the workshop can be shared among the different departments in Applied Sciences as well as throughout the university.</p> <p>Dr. Robin Lasey moved to fund the \$2717.12 grant for the three faculty members to attend the workshop. Dr. Susan Underwood seconded the motion, and the motion was passed unanimously.</p> <p>Student Satisfaction Inventory—Ten Questions The committee discussed which questions would be kept or modified</p> |

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| | <p>for the Student Satisfaction Inventory out of the ones that Dr. Jerry Forbes provided. The General Education Committee still has some questions reserved regarding Ethics, Arts and Humanities, and Communication. The committee has not finalized all of the questions but discarded any that seemed not to be applicable and either reworded or kept the ones that were appropriate. Dr. Roberts will meet with a few committee members to discuss the final questions to be used.</p> <p>Faculty Portfolio Enhancement The committee talked about having workshops for faculty members who are applying for tenure and/or promotion. Workshops would help faculty by addressing problems routinely found in portfolios. Some committee members proposed that assessment committee members should be at part of the workshop to help educate faculty on how to use assessment data to enhance portfolios. Dr. Roberts, Dr. Robertson, and Dr. Underwood will think of specific suggestions about the faculty handbook.</p> <p>Banner Update The general education data collection tool that Wyatt Watson created has approximately fifteen courses with data so far. This allows professors to see the class roster and the five data criterion in Banner; they are then able to record whether the student 'passed' or 'failed' each learning outcome. So far, about 1,000 responses have been recorded, based on semesters from 2008 and 2009. In order to gain more participation from faculty, it will likely be necessary for the Administration to encourage them to see this as an important tool of assessment. It is not necessary to record something from each section of a course, just the majority. The tool is open all the time, so faculty members are able to input their results throughout the semester. The main goal of this data collection tool is to generate student data that ties together General Education outcomes throughout a student's undergraduate years.</p> |
| Additional Business | <p>TracDat workshops for Department Heads will be offered throughout the year. Department Heads will be able to come in, ask questions, and receive immediate feedback.</p> <p>Dr. Roberts reminded the committee that the Annual Assessment Reports are due July 1, 2010.</p> <p>A suggestion was made about giving each school a certain amount of money for assessment, which might encourage schools to do assessment and would require them to plan for their assessment</p> |

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| | <p>funds. Concerns were addressed about accounting for these monies separately from schools' budgets. At this time, it appears preferable that grants continue to be viewed on an individual basis.</p> |
| Adjournment | <p>Dr. Lasey moved to adjourn. The motion was seconded and passed unanimously. Meeting adjourned at 3:25 pm.</p> |