



## Institutional Effectiveness Assessment Committee

Date | time 6/17/2020 10:00 AM | Meeting called by Amanda Gardner

### Committee members:

Dr. Christina Austin, OAIE | Laury Fiorello, Administration & Finance | Amanda Gardner, OAIE | Brandie Gibbs, Admissions | Tanda Morrison, Registrar | Taylor Ragland, Student Affairs | Jessica Spicer, Academic Advising | Ken Wester, OIS | Alisha Williams, J.D., Advancement

### Agenda

- Review Minutes from 5/27/20 meeting
- Update on assigned tasks from last meeting
  - Campus Police
  - New committee members search
  - Common CAS documents
  - Weave CAS update
  - CAS - making contact with departments
- [NILOA](#) National Institute for Learning Outcomes Assessment
  - [Transparency Framework](#)
  - [Excellence in Assessment \(EIA\) Designation](#)
- IUPUI [Assessment Institute](#) – October 25-28
- Other business

### Ms. Gardner began the meeting at 10:00 am via Webex Meetings

### Present:

Laury Fiorello, Amanda Gardner, Brandie Gibbs, Taylor Ragland, Ken Wester, Alisha Williams, J.D.

- Review Minutes from 5/27/20 meeting
  - Ms. Fiorello motioned to approve minutes and Ms. Williams seconded the motion. Minutes approved.
- Update on assigned tasks from last meeting
  - Campus Police
    - Ms. Elizabeth Snyder has been contacted that the committee completed its review. She will be working with her team to act on the committee's recommendations, mainly to add more evidence.
  - New committee members search
    - All nominees have been contacted to find out their interest in serving on the committee. Dr. Austin will make final appointments to the committee by June 30.
  - Common CAS documents
    - Mr. Wester and Ms. Morrison will continue to work on a list of common documents for those going through program/department review. They will report progress at next meeting.
  - Weave CAS update
    - Ms. Gardner investigated creating a new template in Weave in place of the current CAS template. However, it didn't make the process easier or less complicated. Therefore, we'll continue to use the existing CAS template and emphasize that the CAS process is a

framework for review and can be customized to best fit the needs of the department/office doing the review.

- CAS - making contact with departments
  - Ms. Fiorello – will be meeting with the Ozark team on Friday and will have more to report on their CAS progress at our July meeting.
  - Ms. Gardner – Study Abroad has completed their CAS, Undergraduate Research has not responded yet to inquiry but Amanda will reach out to them again. Graduate Student Support Services have met with Amanda to go over the CAS review process and they are starting their review.
  - Ms. Gibbs – has contacted MARCOMM initially and will reach out again to get them started on their CAS; will contact the Controller’s office too. Contacting Procurement about their progress since they started in December.
  - Ms. Ragland – has reached out to Career Services and they need more time. Student Success is also directed by Amanda Johnson, so they may want to do both offices at the same time.
  - Mr. Wester – has made initial contact with Facilities Management and will reach out again. OIS is beginning work on their CAS again this summer.
  - Ms. Williams – Has reached out to Athletics and will contact Budget office.
  - Ms. Morrison and Ms. Spicer – will provide updates at our July meeting.
- [NILOA](#) National Institute for Learning Outcomes Assessment
  - Ms. Gardner introduced the committee to NILOA and talked about their integral role in assessment in higher education. She introduced the [Transparency Framework](#), a guide that helps institutions be more visible in showing assessment of student learning efforts at their institution. She asked the committee to review the website and information there about the Transparency Framework and review the institutions that are recognized for utilizing [the framework on their websites](#). The Office of Assessment and Institutional Effectiveness would like to pursue using the framework and employing the assessment practices at ATU and eventually applying for the [Excellence in Assessment \(EIA\) Designation](#), an initiative that recognizes institutions that successfully integrate assessment throughout their institution. This committee would have a key role in successful integration.
- IUPUI [Assessment Institute](#) – October 25-28
  - This annual conference is usually on site and cost prohibitive for most individuals to attend. However, due to the Covid-19 pandemic, the conference will be virtual and free for all attendees. They offer 19 tracks including community engagement, diversity, equity, and inclusion, institution-wide data collection, and student affairs programs and services. Ms. Gardner recommended the committee to strongly consider registering for the conference.
- Other business
  - Next meeting is July 15 at 10 am via Webex