



Committee members

Dr. Christine Austin, OAIE | Angela Crow, Student Accounts | Laury Fiorello, Administration & Finance | Bob Freeman, Human Resources | Brandie Gibbs, Admissions | Tanda Morrison, Registrar | Taylor Ragland, Student Affairs | Jessica Spicer, Academic Advising | Ken Wester, OIS | Alisha Williams, J.D., Advancement

Minutes

Present Members:

Amanda Gardner, Laury Fiorello, Bob Freeman, Tanda Morrison, Taylor Ragland, Jessica Spicer (phone), Steve Milligan

Meeting called to order at 10:00 AM by Amanda Gardner.

- Assessment Grant Proposal
 - Veterans Upward Bound

Amanda began the meeting by making sure all present members were familiar with the proposal, which had already been viewed by all present members. She gave a quick detail about the new grant rubric and hit the major details of the proposal. Laury, Jessica, Steve, and Amanda all expressed concerns as to how, if approved, the proposal would impact Tech. There were worries as to, with the limited remaining funds the committee has for grants, if the money should be saved for a proposal that was more relevant to assessment or institutional effectiveness. Overall, how does this grant help the assessment at Tech. There is no information that elaborates on how it will help.

Laury motioned to deny, all present members vote to deny.

GRANT DENIES; however, the committee will allow to resubmit to provide relevant information on how the proposal applies to assessment or institutional effectiveness for the university.

- CAS Reviews
 - update on progress
 - Team TRIO (Laury, Alisha, Tanda, Brandie, Bob)
 - Team Advancement (Jessica, Taylor, Ken, Angela)
 - What works / what could go better?

Amanda requested a progress report. Laury requested additional time for the project. Questions arose as to the necessity for all members of the team to cover every part of the review. The committee decided to divide sections among the working groups; however, the groups should meet to update each other and allow for any questions/concerns to be addressed prior to the next committee meeting.

Steve's Weave tip: Allow all of the information to load. Instead of clicking to expand on a section of the project, right click and open it in a new tab. This will help keep your place as Weave tend to lag/improperly load.

- Assessment Spotlights
 - Art Department
 - Non-academic nominations

The committee was given a brief detail about what the spotlight is. Amanda expressed interest in recognition of non-academic nominations for the spotlight. Bob initiated a focus of student-facing offices in hopes that Angela could give insight into offices to focus on for the spotlight. Taylor listed events that will be happening in the Spring to be focused on for the spotlight.

- AAACL Conference ([Arkansas Association for the Assessment of Collegiate Learning](#)) - November 7

Amanda asked if anyone wanted to go to the conference. If yes, please let her know by the 20th so she can plan

- Questions for the Committee:
 - What do you hope to gain from your time on the committee?

Laury, Taylor, and Jessica expressed their desire to become better at assessment. They mentioned that, with the skills put to use in this committees, things like HLC accreditation and their department's assessment will be made easier to complete.

- What would you like to see the committee doing this year?

Taylor express interest in workshops for assessment; hoping to get outside information from additional resources. Amanda said the AAACL conference in the spring and fall is the professional development for assessment that the committee sponsors for its members. The conference has guest speakers prominent in higher education assessment nationwide.

Next meeting:

- Team members complete their reviews.
- Each team elect a spokesperson to provide updates/information at the next meeting
- Next meeting set for **November 20th**

ADJOURNMENT

Meeting adjourned 10:37 am.