

Assessment of Student Learning Committee

Jan. 29, 2020 - 1:30 pm
Tanner 700

Minutes

I. Call To Order

Members Present: Linda Goeller, Sheila Morris (Student Services), Jessica Isaacs (HLC), Tammy Kasterke (BE), Melanie Rinehart (Fiscal Affairs), Noble Jobe (HS)

II. Vote to Approve, or not, the Minutes from November Online Meeting - **Approved**

III. Announcements

A. Faculty Senate Presentations

- February – **March 2, 3:00pm**

Melanie and Sheila, IAC

- March 30 -
- April 27 -

B. Action Agenda for 2019-20

- Continue process of educating the SSC campus about assessment.
- Create fall and spring Assessment Newsletters
- Develop an assessment orientation for new employees.
- Develop a campus wide assessment process for institutional assessment.
- Update assessment procedure as required by the Oklahoma State Regents of Higher Education policy on student assessment and remediation.

C. Assessment Committee Member Role –

- Role of Assessment Committee Members:
To disseminate information, encourage others to meet assessment goals, educate divisions on assessment issues, and bring division concerns to ASLC. The Assessment of Student Learning Committee represents assessment on the SSC campus.

IV. Old Business:

A. Syllabus Template of SSC Common Information

Update – Melanie has submitted a ticket to Teresa to create the Template

B. We need to have Institutional Assessment. We need to know if this will be our

responsibility or if it will be up to someone else. How will the Strategic Plan be assessed? - **Report from Melanie of progress of Institutional Assessment Committee. Reporting to Administrative Council on Monday, Feb. 3rd .**

- C. Continue process of educating the SSC campus about assessment. – **Ongoing including HLC Presentations**
 - D. ALCA – software for assessment – **Closer to sample**
 - Gary Sackett
 - Oklahoma Business
 - Personalized to meet our needs
 - Cost effective
 - E. Placement Criteria - Multiple Measures – OSRHE deciding at Feb. Board Meeting
- V. New Business
- A. HLC Agenda – **Jessica Isaacs showed the agenda for the visit Feb. 24 – 25. We need to publish the schedule in the Seminole Producer, Shawnee Newstart, SSC Website, Facebook. As a reminder, all faculty should be on campus on Feb. 24 until 5:00pm. Plans made for IEC(Linda) and ALO(Jessica) to make a list of who attends which meeting.**
 - B. Develop an assessment orientation for new employees
 - What should we include in this? – **Assessment procedures for all faculty and staff**
 - How should we present it? – **Online Powerpoint with links specific to each department such as maintenance, faculty, advisors... We are considering placing the link to the orientation on the HR site.**
- VI. Adjournment **2:30pm - Approved**