

Assessment of Student Learning Committee

Feb. 20, 2020 - 2:00 pm

Tanner 700

Minutes

I. Call To Order

Members: Chunfu Cheng (Faculty Senate), Linda Goeller, Jessica Isaacs (HLC), Tammy Kasterke (BE), Melanie Rinehart (Fiscal Affairs), Jarrod Tollett (STEM), Noble Jobe (HS), John Bolander (LAH)

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

III. Announcements

A. Faculty Senate Presentations

- March 2 Melanie Rinehart and Sheila Morris
- March 30 - John Bolander – HLC Assessment Report
- April

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 – ticket submitted to Teresa – **Working on enrollment links between MySSCOK and Brightspace**

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 on taking the idea of IA to Administrative Council - **Melanie Rinehart and Sheila Morris reported to Admin Council on the idea of Institutional Effectiveness.**

C. Continue process of educating the SSC campus about assessment.

D. ALCA – software for assessment

- 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 – Everyone should attend HLC meetings, discuss this

B. Develop an assessment orientation for new employees – **We decided we need to develop an IE and ASL orientation for new employees. Ideas for these orientations included getting a diploma for the orientation and to have everyone not just new employees complete the orientation.**

- What should we include in this?
 1. Online as Powerpoints with links
 2. Request to have under HR – **employees would complete an orientation specific to their needs**
 3. Consider how different subgroups will do this
 4. Suggestions for different groups on campus
 - a. FA
 - b. AA
 - c. Faculty
 - d. Staff
 - e. SS
 - f. Athletics
 - g. Grants

C. Discussion on HLC and Preparation

- Closing Loop
- General Education Evaluation – includes co-curricular and online assessment
- Other ideas? – **Discussion on satisfaction surveys and desire to have them annually. Motion APPROVED to request annual Satisfaction Surveys by for faculty and staff due to need for consistent measurement, and protect institutional effectiveness. Motion APPROVED to conduct “Student Feedback on Staff Survey” annually.**

VI. Adjournment