

## Assessment of Student Learning Committee

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May 19, 2020 - 2:00 pm

Zoom

### Minutes

#### I. Call To Order **2:15pm**

Members: Linda Goeller, Tammy Kasterke (BE), Melanie Rinehart (Fiscal Affairs), Noble Jobe (HS)

#### II. Vote to Approve, or not, the Minutes from April Meeting - tabled

#### III. Announcements

##### A. Action Agenda for 2020-21

- Continue process of educating the SSC campus about assessment.
- Create fall and spring Assessment Newsletters
- Plan for January professional development to meet the needs of the campus community, if requested. – **We would like to see fall in-service opportunities changed to accommodate the campus and not just faculty. We hope for a culture of learning and assessment for everyone. Suggestion was made that we look at the last Friday the 10 weeks in the summer semester.**
- Develop an assessment orientation for new employees.
- Continue developing a campus wide assessment process for institutional assessment.
- Attend HLC Conference in preparation for next phase of providing a meaningful and productive educational experience. – **Jessica Isaacs will continue as our Accreditation Coordinator, so we will look to her for guidance and will participate as she sees fit.**
- Develop cocurricular assessment plans. **See notes later in minutes.**
- Update assessment procedure as required by the Oklahoma State Regents of Higher Education policy on student assessment and remediation.

##### B. 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, we need to announce this to campus before fall semester begins**

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 IAC

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

D. ALCA – software for assessment – put into AA budget -**Software should be ready to try this fall. Hope to implement new process to make process easier for all involved.**

- Gary Sackett
- Oklahoma Business
- Personalized to meet our needs
- Cost effective

E. Develop an assessment orientation for new employees – develop an IE and ASL orientation for new employees. Assessment diplomas awarded to all participants with all employees completing the orientation with the inaugural event.

- What should we include in this?
  1. Online as Powerpoints with links
  2. Request to have under HR as employees would complete modules 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
  5. When should we roll this out? – **we left this alone but should**

**work on this for fall**

F. Student Feedback on Instruction - **completed and will be sent in the next week**

G. Co-curricular definition: Learning activities, programs and experiences that reinforce the institution's mission and values and complement the formal curriculum. Examples: Study abroad, student-faculty research experiences, serving learning, professional clubs or organizations, athletics, honor societies, career services, etc

**As we develop co-curricular assessment plans, we need to make sure to tie the assessment back to the institution's mission and the formal curriculum. For example, we could determine how the athletic courses tie back to the HPER curriculum or Anatomy or Nutrition. Concern was voiced about the necessity to know whether all the students had to be in the class or if the co-curricular event just linked to the class. Would you only assess the students in the course?**

H. Assessment for spring semester only on courses not assessed in the fall.

V. Adjournment **2:55pm**