

## ***Assessment of Student Learning Committee***

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**Nov. 24, 2019**

**Online**

### **Minutes**

I. Call To Order

Members Present: Chunfu Cheng (Faculty Senate), Linda Goeller (Interim VPAA), Sheila Morris (Student Services), Jessica Isaacs (HLC), Tammy Kasterke (BE), Melanie Rinehart (Fiscal Affairs), Sam Rivera (SS), Jarrod Tollett (STEM), Valarie Watts (HS), John Bolander (LAH)

II. Vote to Approve, or not, the Minutes from September Online Meeting - **APPROVED**

III. Announcements

A. Faculty Senate Presentations

- 11/04/19 – **Melanie and Sheila, Presentation on the Syllabus Template on Brightspace**
- 11/25/19 – **Jessica and Linda, Accreditation and end of semester Assessment**
- **Melanie and Sheila, Presentation on the Syllabus Template on Brightspace**

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

- 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 Rinehart on October 8<sup>th</sup>
- **Received update of emails sent to prospective members of Institutional Assessment Committee**
- C. Continue process of educating the SSC campus about assessment. – **Presented in HLC Awareness Campaign**
- D. ALCA – software for assessment
- Gary Sackett
  - Oklahoma Business
  - Personalized to meet our needs
  - Cost effective
- V. New Business
- A. Reports for approval.
- Transitional Education - **Approved**
  - Degree Program Evaluations - **Approved**
  - Degree Program Assessments - **Tabled**
- B. Fall Newsletter - **Approved**
- C. Concurrent Placement Criteria for Mathematic - **Approved**
- VI. Adjournment – **Approved 11/24/19**