



EASTERN KENTUCKY UNIVERSITY

University Assessment Committee

December 10, 2003

2:00 p.m.

□ MINUTES APPROVED

PRESENT: Catherine Clement, Paul Erickson, Jo Ann Ewalt, Carole Garrison, Claire Good, Margaret Lane, Mike Roberson, James Street, Stacey Street, Janna Vice, John Wade, Sherrita Rowe (note taker)

ABSENT: Adrienne Bauer, Laura Koppes, Judy Lindquist, Laura Melius, Mike Reagle, Doug Robertson, Peifeng (Allen) Yang

- Stacey Street called the meeting to order at approximately 2:03 p.m.
- Minutes from the September 30th & November 12th, 2003 meetings were reviewed and corrected.

INFORMATION UPDATE AND DISCUSSION

Institutional Effectiveness - Stacey Street met with the Institutional Effectiveness committee to develop the following reports: Feedback, Student Learning Objectives & Assessment Plan Guidelines, and Planning Objectives & Assessment Plan Guidelines. The Institutional Effectiveness committee members consist of: Laura Koppes, David Sefton, Libby Wachtel, Carole Garrison, and Stacey Street. The consensus of the IE committee was that they would provide quality feedback and develop strategic planning criteria. They concluded that the assessment committee would provide technical assistance. Ownership will lie with the department rather than with the Assessment committee. In regards to reviewing/evaluating departmental strategic plans the departments will not have to re-submit changes for the same semester. The suggested modifications will be accepted for the following semester.

The purpose of the Strategic Planning committee will be to evaluate the planning unit plans. Stacey Street stated that the academic units will have (2) objectives: planning and student learning. Stacey informed the committee that the planning groups are responsible for the feedback report. Carole Garrison stated that departments have previously been evaluated from a structure standpoint. Carole reported that the committee will provide quality review rather than structural. Mike Roberson stated that QVP will be a major part of SACS accreditation. Stacey Street announced that January-March of 2004 is the scheduled time for the Dean's review. Stacey informed the committee that the SACS compliance audit is scheduled for 2006, in which it will be reviewed offsite. Jo Ann Ewalt suggested that Carole Garrison and Stacey Street meet with the Provost council and the Dean's council to introduce the feedback, student learning & planning objectives, and the assessment plan guidelines that will be due in March of 2004.

NEXT STEPS

The next meeting will be held Wednesday, January 14, 2004 at 2:00 p.m. in the Martin Room of the Coates Building.

Adjournment – the meeting was adjourned at 3:23 p.m.

Submitted by *Sherrita Rowe*