



Institutional Assessment Committee (IAC) Meeting Minutes

October 31, 2019

4:00 p.m. Fireplace Conference Room

IAC Members Present: **Todd DeKay, Annemarie Oldfield, Jesse Davis, Ron Flury, Kim Childress, Edna Yokum, Cheryl Vineyard, Lynne Cary, Chad Smith, Rachel Conover, Laurie Jensen, Abrianna Galindo (student), and Sherry Durand (recording secretary)**

Guests:

I. CALL TO ORDER

Todd, chair called the meeting to order at 4:00 p.m. A quorum was declared.

II. CHANGES TO THE AGENDA Todd asked if we could combine “Mapping of one ILO to PLO/courses this fall” agenda item & “PLO Assessment for Business Admin(round 2), OMT, GenEd, Nursing, Automotive” agenda item into one agenda item. All in favor. Passed.

III. APPROVAL OF MINUTES – Jesse made the motion to approve the minutes with name spelling correction (Jessie s/b Jesse). Ron seconded the motion. All in favor. Motion passed.

IV. OPEN ISSUES

- ILO artifacts assessed for Spring 2020—review vote.
 - **Todd had total of 6 responses. Collaborate had the most responses with 4 and Community and Inquiry both had 2 responses each. All in favor to use Collaborate. Passed.**

V. NEW ISSUES

- Monthly Faculty Report to Core Team on Assessment (Action)
 - **Ron/Todd- Edna will attend the next one on Nov. 6th.**

- Try-it, Track-it Skit/Exercise for January In-service (Action)
 - **Lynne/Todd- In order to increase usage, link can be found in two spots on our website.**
 - **Cosmo link under “Faculty Resources”**
 - **ENMU-R website under “About”**
 - **Also, will do a skit at the next in-service. Rachel recommended to continue with the “Leave it to Beaver” theme. All in favor. Passed.**
- One Syllabus progress report
 - **Ron- Annemarie sent out an email to all campus faculty to attend a mandatory meeting on either Nov. 6th at 4 PM or Nov. 8th at 10 AM. Also, Edna recognized Ron to thank him for all his work on this project.**
- Ruffalo Noel-Levitz update
 - **Todd- Closed today. 150 responses were received. 20-30 less than last year. Results will be back in about 2 weeks.**
- Assessment Institute Brief-out
 - **Edna, Jesse, Ron- All in agreement that this was a fantastic program. A recommendation was discussed to have Todd stop running Assessments. Other institutions have an office of 2-3 people that should be separate from Academics and report directly to the President. Also, recommended to have community involvement. And that where we are lacking is in our mapping.**
- Mapping on one ILO to PLO/courses this fall & PLO assessment for Business Admin(round 2), OMT, GenEd, Nursing, Automotive
 - **Edna- How it was done so far with Business Admin. was to build 2 layers with mapping in Watermark.**
 - **Course outcomes to PLO’s**
 - **PLO’s to ILO & Strategic Plan**
- Train the Trainer Workshop on 10/10/19 feedback
 - **Ron & Jesse- Chad said reserving time to go through Watermark was invaluable. The next training is on 11/14 from 4-5pm. The topic of Mapping was suggested. It is best if Brianna already has data entered. And to book 2**

rooms side by side so the group can do hands on training.

- General Education Critical Thinking Assessment, fall 2019
 - **Edna- 237 students participated. The plan is to have a committee of faculty to assess the results.**
- Communication Course Assessment Artifact Review meeting
 - **Todd/Laurie –results posted on Assessment Webpage— discussion of APA style and other writing/communication concerns**
- Program Review findings
 - **PR group-2nd Round. Ron has submitted his. Still having trouble getting some back from the 1st round. Chad recommended a flow chart be available on the process. Still need from the following: Irina, Romo, Angie, and HR.**
- HLC Focused Visit Document
 - **Committee Chairs-Progress has been made, but a long way to go. Need draft between now and Nov. 15th. And Editor is still needed. The absolute deadline is Dec. 1st.**
 - **3a. Laurie said almost all the final pieces are complete.**
 - **4b. Edna. They are about 28 pages. Missing the 4th component. There is a meeting with Annemarie next week.**
 - **5c. Chad said they have not met since classes started. They do have a rough outline done. Probably just need another few hours to finish.**

- Has everyone had an opportunity to make a comment?
 - **None**

- Repeat to Remember, Remember to Repeat Recap
- Who needs to know? Who's going to tell them?

VI. OTHER BUSINESS

- **None**

VII. ADJOURNMENT

- **Ron motioned, Kim seconded, the motion passed. Meeting adjourned at 4:55 PM.**

Respectively Submitted by:

Sherry Durand

Next Meeting: November 21st, 2019