



Institutional Assessment Committee (IAC) Meeting Minutes
November 30, 2017
3:30 PM, CUB 102, Fireplace Room
Draft

IAC Invitees Present: Todd DeKay, Chair; Rollah Aston, Marisela Alvidrez, Kim Childress, Dr. Ken Maguire, Annemarie Oldfield, Chad Smith, and Nancy Wagoner.

I. **Call to Order:** Todd DeKay started the meeting at 3:30 p.m.

NEW BUSINESS

II. **Redefining the IAC**

Todd DeKay explained the purpose of this meeting is to redefine the purpose, function, and structure of the Institutional Assessment Committee. As institutional researcher, it is his responsibility to chair the committee. Institutional Assessment should improve student attainment of educational objectives. Currently, the greatest weakness of the IAC was its failure to close the loop, i.e., identifying and implementing solutions to the problems that it identified.

Many questions were discussed:

- Should each department, program, or service area be assessed as one unit? Or should each component be assessed?
- How can data gathering be improved so it results in improvements in teaching, student learning, and decision making? ARGOS is a start.
- How can improvements be linked to budgets to ensure that financing has been secured for implementation?

Another issue was committee membership:

- Who should be members of this committee?
- Should the membership be elected or appointed?
- Should faculty be members? Should Distance Learning be members?
- The consensus was position titles should dictate membership.
- Todd DeKay suggested that the following survey question should be generated to get feedback on Institutional Learning Outcomes: If a student graduates from ENMU-Roswell, what do you want them to be able to do?
 - The consensus was that faculty should be the first recipients of this Institutional Learning Outcome question. Then others will be added later.
 - Other issues will be determined at future meetings:
 - When should the survey be transmitted?
 - How long will the survey run?
- Future agenda issues
 - Structure (membership, terms, elected or appointed, etc.),
 - Timeline,
 - Ideas on how to address the concerns that HLC outlines,

- Survey, and
- Committee charter.

III. Adjournment. The meeting ended at 4:28 p.m.

Next meeting: Thursday, December 14, 2017, 3:30 p.m. Location TBA

Respectfully submitted,

Todd DeKay, chairman

Nancy Wagoner, recording secretary

Date Approved: