

October 28, 2009

Non-Instructional Assessment Committee

Present: Shawn Fouts, Lissa Merchant, Joe Wyatt, Lee Colaw, Melissa Wilson, Kara Larkan, Mark Hanna, Lou Ann Seabourn, Danita McAnally, Delton Moore

Lou Ann moved to accept minutes, Danita seconded, minutes were approved.

Brief discussion on the open house. Lou Ann suggested correcting the dates in the minutes.

Brief discussion on the small group sessions. Generally well received.

Mark reported on the Police Department progress.

Kara reported on submission status of PET forms.

Tk20:

Kara opened discussion on Tk20, training, and roll-out plans. Bob suggested further training and roll-out during the December-February time frame. Kara suggested it should be similar to the previous training in a computer lab environment. Mark suggested Lib216. Kara will schedule and coordinate.

CCSSE/CCSFE:

Kara reported on these. The surveys were administered to about 800 students and xxx classes. There is a large volume of data which resulted from the surveys. A committee has been established to review the data and report on the results with analysis, interpretations, and summarization. Danita indicated that AC has committed to participating with at least three CCSSE surveys cycles. The CCSSE will be administered again in the spring of 2010, probably March, with up to 15 additional questions. In the Spring 2009 survey there were several questions added on the Common Reader and student preferences on computer use. Danita discussed the types of additional questions that could be added to the surveys. Kara will email possible questions to the committee to review. Lou Ann suggested that the initial results be distributed to appropriate departments/individuals for use in planning and review. Bob indicated that it primarily revealed student awareness, attitudes, participation, and engagement which makes it a little challenging to distribute for planning. Danita suggested that Kara share the initial 3-page summary with the committee. Kara discussed the use of 7 different benchmark questions used by CCSSE and that AC fared better in some than others.

Kara reported that Kim McMahon will be replaced by Betsy Winegert who starts on Nov 2.

Lee suggested that we try to send the previous minutes and agenda out to the committee prior to the meeting to allow review of items/issues to be covered.

Lee opened a brief discussion on the use of books & materials.

Bob adjourned the meeting at 9:10am. Next meeting is scheduled for Nov 25 at 8:30am in location to be specified.