Student Academic Assessment Team Meeting Minutes
DATE: 04/24/23
TIME/LOCATION: 2:00 p.m. River Room

Roll Call:

	Names			Names
√	Mindy Ashby			Jamie Hickam
√	Amanda Hannan		√	Dr. Kristin Shelby
√	Dr. April Teske		√	Mike McNally
√	Carrie Davis			Connie McGinnis
√	Mindy Reach		√	April Dollins
√	Craig Bradley			Dr. Ryan Thornsberry
√	Dr. Darci Cather			Chevis Thompson
	Ian Nicolaides		√	Cecilia Knight
	Kristy Stephenson			

√ indicates attendance, leaving blank indicates absent

I. Call to Order

Mike McNally called the meeting to order at 2:11 p.m.

Jessica Edwards attended the meeting. She is working with Mike on collating core competency data.

II. Approval of Minutes of November 28, 2022, and March 28, 2023

Cecilia moved to approve the meeting minutes, and Craig seconded.

III. Additions to the Agenda - none

IV. Items for Discussion

a. HLC Conference and Assessment

Mike asked individuals that attended HLC to share feedback regarding the assessment.

Dr. Shelby attended and heard that assessment is still viewed as "the thorn in everyone's side," and she is hopeful that we are in a good place.

Dr. Teske attended a session about using data to drive a life cycle for programs, and other institutions shared that we should look at programs having a "life cycle." Labor market data thrust most programs' relevancy.

Mindy Reach reported that she attended more Student Affairs sessions, and regarding co-curricular, they can be customized to the college.

Mike also attended co-curricular sessions and will give an overview of different perspectives on the topic at the next SAAT meeting.

b. Annual Monitoring Report Feedback

Mike said that we are still gathering ideas regarding the new report. Mike is downloading data, and Jessica is working on a report that reflects each competency.

Mindy said that after the student affairs monitoring report, the board expressed that the board monitoring reports have been very lengthy.

Dr. Shelby made a good point that providing background data in the first report helps gather and collect information for future reports.

c. Review of CCAF Mapping

Dr. Teske has worked on Agriculture curriculum mapping with Anna Davenport. Anna is working on mapping courses to course learning outcomes, then next identifying core competencies.

Dr. Shelby asked what programs we go through or do chairs go through and check to see if they need new courses.

Dr. Cather said that we need to make sure we are comparing it to the master, and how it's reflected.

Mike is hopeful that all of the courses will be mapped before the next meeting. Mike is still working with Kyle Schierbaum, the new Welding instructor, to ensure that core competencies are mapped then reviewed for Introductory, Reinforcement, and Mastery (IRM) levels.

Dr. Cather stated that the ultimate goal is to make sure that each course and faculty member identifies where they are assessing the core competency.

Dr. Teske said the IRM must match the course's final assessment.

Before spring break Mike sent emails to full-time faculty, and part-time and dual credit faculty, regarding the end-of-semester assessment. A reminder note will be emailed by May 1.

Dr. Cather asked if co-curricular clubs and organizations are completing their assessments. A completed CQI is part of the documentation required for the stipend at the end of the semester.

d. End of Semester Assessment Reminders

Before spring break Mike sent emails to full-time faculty, and part-time and dual credit faculty, regarding the end-of-semester assessment. A reminder note will be emailed by May 1.

e. The Assessment Group

Mike was contacted by the Assessment Director at College of DuPage and asked to join The Assessment Group, a statewide group that share information and ideas about assessment. The group will hold a meeting in June 12 (Mike will attend via Zoom). Other members of SAAT are welcome to join.

V. New Business

List of committees and teams. Mike was a bit confused about the current SAAT membership. The Teams and Committees spreadsheet does not match current attendance.

Dr. Cather brought up the potential of a reduction in teams and not a decrease in meetings.

Dr. Cather said the Teams would be relied on for HLC visits and self-studies.

Adjournment

Dr. Shelby motioned to adjourn, and Craig Bradley seconded.

The meeting adjourned at 2:51 p.m.

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