Student Academic Assessment Team Agenda
November 25, 2024
Time/Location: 2 pm, The Founders Room

Chair: Mike McNally

Roll Call:

	Names			Names
P	Mindy Ashby		P	Dr. Dane Muckler
P	Sabrina Black		P	Christy Parks
A	Anna Davenport		A	Kayde Pender
P	April Dollins		A	Dr. Kristin Shelby
P	Jessica Edwards (Minutes)		P	Dr. April Teske
P	Mike McNally		P	Dr. Ryan Thornsberry

√ indicates attendance, leaving blank indicates absent

Agenda Items:

I. Call to Order

- Mike called the meeting to order at 2:01 p.m.

II. Approve Minutes of October 28, 2024

- Ryan made the first motion, Mindy seconded.

III. Additions to the Agenda

IV. Items for Discussion

- **HLC Update**
  a. Kristin was not present, so Sabrina stated that Mike and Wendy presented on Criterion 1, December 4, Criterion 3 and 4 will be presented. December 19th Criterion 3, 4, and 5 will be presented.

- **December and January Meetings via Email**
  a. Mike suggested having December and January meetings via email.

- **SAAT Operating Standard**
    a. Dr. Teske suggested that we need an academic assessment operating standard. Dr. Teske, suggest making a new standard via the assessment plan by condensing it down to an operating standard.
- **Assessment Plan Update Review**
    a. Mike has changed the core competency curriculum map. All the same information just a different format. Mike said that *figure 5* is mentioned but had a need for discussion regarding the texted. Dr. Teske states it shows the crosswalk for the general core competencies for the class, rather, the courses. Each syllabus has the course learning outcomes.
    b. There was discussion regarding course levels and how they are tied into specific programs. Dane will share a map for the GECC. Mike will add in a new *figure 5*. Dr. Teske suggested adding a figure 6.
    c. Mike modified the timeline within the assessment plan.
    d. Mike emailed Allied health in regard to some updated data. He will email it out in December. Mike will also update a CQI to add to the December meeting.

- **28th Annual Illinois Community College Assessment Fair**
    a. Waubonsee Community College, February 21, 2025
        i. Mike said if anyone is interested, they should attend.
- **2024 Assessment Institute**
    a. https://assessmentinstitute.indianapolis.iu.edu/program/presentations.html
    b. 2025 Assessment Institute – October 26-28, 2025
    c. Competency Based Education
        i. Mike got to see a CIA presentation (Culinary)
    d. Danville Area Community College Assessment Champions
        i. Mike attended was limited in sessions, but asked for documents to be shared with him.
        ii. Dr. Teske, suggest budgeting for 2-3 people for future planning. Mike said it would be helpful for attendance and information that is gained. Most of their documents are available on their website.
        iii. Mike stated reviewing and creating videos to help individuals with completing their assessment. Mike stated that bridging the gap between CCAF and courses and the form they completing at the end of the cycle to document ways to improve assessment, teaching, and learning.
        iv. Mike showed videos. Expressed the overall success of their creative ideas.

v. Dr. Teske stated looking at the existing structure and tweak it or use existing structure moving forward to prevent confusion.

- **Core Competency Data Review Document**
  a. Mike will put together a draft version for the December meeting.

V. New Business-

- none

Adjournment- 3:06 p.m.
Christy Parks first, Dane seconded