Student Academic Assessment Team Minutes
April 28, 2025
Time/Location: Founders Room

Chair: Mike McNally

Roll Call:

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

√ indicates attendance, leaving blank indicates absent

Agenda Items:

I. **Call to Order**
     The meeting was called to order at 2:02 pm.

II. **Approve Minutes of February 24, 2025**
     Motion to approve the previous minutes first, Dr. Shelby, second, Christy Parks.

III. **Additions to the Agenda**
     None

IV. **Items for Discussion**

   - **HLC Update**
     a. Dr. Shelby indicated that we expect a positive outcome from the Higher Learning Commission (HLC) review in the near future. Once the official notification is received, we will be positioned to commit to an accreditation pathway.

b. The pathways documentation will involve some increased complexity but may also simplify certain aspects by consolidating criteria.

c. We discussed updates from the recent HLC conference. Mike McNally shared that, in the past, he attended the HLC conference and distributed documentation broadly to stakeholders involved with accreditation efforts. It would be helpful if two members of SAAT attend the annual Assessment Institute.

- **WIDS Update**
  a. At the Fall convocation, ALT will host Dr. Muckler and the new Assessment Coordinator for a presentation focused on the use of WIDS to support assessment activities across campus.

  b. Dr. Muckler will update the training videos for college staff to assist in uploading Course Competency Alignment Forms (CCAFs) into WIDS.

- **Moodle Update**
  a. Mike McNally is developing an electronic general education core competency assignment in Moodle that will provide us the opportunity to collect individualized level data rather than the current tabulation by course and section.

  b. We discussed the potential to integrate assessment data more directly into Moodle using rubrics, though technical challenges remain.

- **Data Update**
  a. There is an ongoing need to better organize assessment data across Moodle, WIDS, and other platforms. Current difficulties include:
     i. A surplus of project shells (thousands of CCAFs and artifacts).
     ii. Inconsistent artifact uploads (e.g., only rubrics uploaded in some cases).

  b. I.T. support for Moodle transitions is limited, making software upgrades labor-intensive.

  c. A long-term goal is to streamline the process to eliminate the need for artifact uploads where possible.

- **End of Semester Email**
  a. Since Weave is no longer available, faculty will collect assessment data as usual but should email it directly to the assessment account.

  b. Starting Fall 2025, faculty will upload CCAFs into WIDS in addition to emailing artifacts.

  c. The new streamlined process will involve:
     i. Emailing assessment materials to the designated assessment email account.
     ii. Loading materials into WIDS.

   iii. WIDS technical issues (bug fixes) need to be addressed promptly.
- **Summer Meeting Schedule**
  a. June 23rd - Zoom Meeting
  b. July 28th - Meeting in person with a Zoom link provided
- **Assessment Coordinator Position**
  a. The search for a new Assessment Coordinator is ongoing.
  b. Multiple faculty members have expressed tentative interest; final selection remains undecided.
  c. Jesse emphasized the importance of faculty stepping forward to support institutional needs.
  d. Mike recommended that two individuals attend the Institute for Professional Academic Assessors annually to ensure succession planning for the coordinator role.
  e. It is critical to fill the Assessment Coordinator position as soon as possible to maintain momentum in assessment and accreditation activities.

V. New Business

  None

Adjournment

  The meeting was adjourned at 2:54 pm, first Dane Muckler, second Christy Parks.