



Student Academic Assessment Team Agenda July 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 |
| Vacant | Admin Assist (Minutes) | ✓ | Dr. April Teske |
| ✓ | Mike McNally | ✓ | Dr. Ryan Thornsberry |
| ✓ | Sheryl Ribbing | | |

✓ indicates attendance, leaving blank indicates absent

Agenda Items:

- I. Call to Order**
Meeting called to order at 2:05.
- II. Approve Minutes of April 28, 2025 and June 23, 2025**
Dr. Muckler made a motion. Mike made the second. All in favor. Approved.
- III. Additions to the Agenda**
None
- IV. Items for Discussion**
 - **GECC Rotation-** Problem Solving and Personal Growth & Responsibility are of-rotation in 25-26 for assessing/collection of data. We will spend the year doing a more in-depth analysis of the past years' data, as well as the reviewing the rubric and confirming the alignment to courses.

Sheryl will present the data and analysis on Oral Communication and Global & Cultural Awareness during the assessment report at Assessment Day.

We agree a priority this academic year is to review and update the GECC/Course alignment and matrix. Many courses are assessing multiple GECCs when that may not be necessary. Need to make sure that all programs (including the general education areas) are assessing all GECCs at some point in the year. We discussed that, while some courses may cover a GECC in some capacity, not all courses need to assess it. We should only assess it in a course if mastery is expected at that point.

- **Assessment Day-** We looked at the proposed agenda for 9/2/25. We decided to add a session after lunch to drill deeper into Problem Solving and Personal Growth & Responsibility rubrics and course mapping.

To do list for the day:

1. Make physical copies of the CQI for everyone during the large group time (**Teske**)
2. Make copies of the agenda (**Teske**)
3. Add the GECC rotation to the Assessment Handbook and have Jonathan replace the old one on the Assessment webpage. (**Ribbing**)
4. Room Assignments for the CQI breakout session and the after-lunch session (**Ribbing work with Steinmetz**)
5. Make copies of the rubrics and GECC rotation for the after-lunch session (**Ribbing**)
6. Order lunch with Connie. Suggestion was a potato bar, salad, and some meat, such as cut up chicken and tuna salad, for protein for the salad. (**Teske/Steinmentz**)
7. Create a working document for each of the two GECC after-lunch sessions (**Ribbing**):
 - a. Put the following questions on the top of the page:
 - i. To what extent does the rubric adequately address this core competency in your *content area*?
 - ii. Do you feel the alignment of this core competency and your *specific course(s)* is still correct? What adjustment(s) should be made?
 - iii. What improvements/recommendations do you have about this core competency and/or its respective rubric?
 - b. Leave space at the bottom and back of the page for a notetaker to capture the discussion and turn it in to Sheryl at the end of the session.
8. Make sure all entities who create a CQI are in WIDS (**Muckler**)

- **Assessment Monitoring Report Update-** Mike should have it completed this weekend and will email to Sheryl.
- **CQI Document Review and Timeline-** We reviewed the revisions to the CQI document. The order was changed to reflect the order in which it is completed. This also put both of the “Academic Entities Only” sections at the very end. A few instructional items were added to the document for clarity on completion. Labels for each part were added to help us when we are talking about it with others.

Teske will have this revised version replace the existing version on the website.

Teske will go over this revised with ALT before Assessment Day.

V. New Business

None

Next Meeting:

- Approve July meeting minutes
- Finalize Assessment Day plans
- Look at WIDS together
- Decide on documentation needed and where stored (CCAFs, Rubrics, Artifacts, etc.)
- Updates on GECC data collection

Adjournment

Meeting adjourned at 4:00



ASSESSMENT DAY
Tuesday, September 2, 2025
Agenda

| | | |
|---------------|---|---------------------------------|
| 7:45 – 8:00 | Registration and Light Refreshments..... | Commons |
| 8:00 – 8:10 | Welcome | Dr. Tim Taylor |
| 8:15 – 8:40 | Student Academic Assessment Annual Report..... | Sheryl Ribbing |
| 8:40 – 9:00 | CQI Overview | Dr. April Teske |
| 9:00 – 9:20 | Share Successes (Findings from FY25)..... | All Employees |
| 9:20 – 9:30 | GECC Rotation | Sheryl Ribbing |
| 9:30 – 9:50 | HLC Open Pathway/Share Governance Matrix..... | Dr. Kristin Shelby |
| 9:50-12:00 | Work on FY24 & 25 CQIs | All Employees, Room Assignments |
| 12:00 – 12:45 | Lunch | Commons |
| 12:45 – 1:00 | Wrap-up/Door Prizes | Commons |
| 1:15 – 2:00 | GECC Session: Problem Solving | River Room |
| | GECC Session: Personal Growth & Responsibility | J2047 |
| | WIDS Session: Admin Services & Student Affairs Entities Designee..... | K1135 |