

DSA Assessment Team Meeting Minutes
October 10, 2016

Present – Children’s Center (Debbi Almand), Corps of Cadets (Byron Schlather), MSC (Raye Leigh Stone), Music Activities (Russell Tipton), Rec Sports (Mark Haven), Residence Life (Carol Binzer), Student Counseling (Kari Keller), Student Life Studies (Darby Roberts, Susan Fox-Forrester, & Katie Reed), University Art (Amanda Dyer), Disability Services (Paul Harwell), DoIT (Kerry Pickens, David Sweeney & Yishen Zhang), Multicultural Services (Marquis Gatewood), and VRSC (Jerry Smith)

Absent –Student Activities, ODSL, Student Health Services, & University Center

1. A-Team Reflection:

- In an effort to promote reflection, there will be a question to start the meeting each month.
- The question this month was “How is your department tracking student utilization of your programs and services?”

Discussed at the end of the meeting, and department highlights are below:

- Disability Services: Tracking system for Testing Services, records accommodation timelines through Tracker
- Rec Sports: Swipes id card at entry, knows who is in building and on teams, but more challenges with knowing which workout areas are used and time patterns for use
- MSC: Tracks attendance through scanning/swipes ids
- VSRC: Manual tracking and uses assessment data available through others (departments/entities)
- Student Counseling Service: Tracks task/timelines and case management tracking using task coding through program called Titanium.
- David Sweeney offered that task /case management tracking systems such as Toggl are available and can help with tracking time on task, which may be helpful for those evaluating how changes in FLSA will affect department and employees

2. Guest Speaker: Dr. Cynthia Hernandez

- Highlighted the importance of assessment, doing it well and its importance to the DSA to determine worth, effectiveness and efficiency. Assessment assists staff in being good stewards, providing evidence to define roles and scope of work.
- Concept of “Big Data” , using data to be predictive, as well as pinpointing populations served and effectiveness in influencing persistence and graduation rates.
- Assessing Student Learning as evidence to continue programs and contribute to TAMU ULO, THECB Marketable Skills 60 x 30. Evidence of program worth.
- Strategically planning assessment comprehensively, including evidence of above mentioned program worth through student learning and program improvements. Comprehensive assessment planning includes coordinating documentation through WEAVE for SACSOC, and DSA Annual reporting.

3. Department Presentations:

- Disability Services: Presented by Paul Harwell
 - Included overview of CPR, summary of last years’ assessments and actions taken to close the loop in Disability Services.
 - Including methods of tracking those who were eligible and those who use services, measuring the effectiveness of outreach efforts to instructors and others and needs assessment to ascertain student clients notetaking needs and satisfaction/effectiveness of solutions to meet those needs
- DoIT: Presented by David Sweeney and Kerry Pickens

- Included overview of assessment plans in the last 3 years and their progression from project management to accessing quality and effectiveness. Gave overview of IT decision making processes for project, application and support IT services offered within the DSA.
- Highlighted the new SPRITE process, which offers student employees a multiyear experiences to gain professional IT competencies and career readiness.

2. Discussion:

- Department Assessment Planning / how is everything fitting together?

Darby presented “Plans, Plans and More Plans!” highlighting the relationships between TAMU, DSA and DSA department strategic plans, and departmental assessment planning. Included connections between these aforementioned plans and TAMU learning outcomes, High Impact Practices and Completion Grants and their assessments, as well as DSA Annual Reporting.

3. Announcement:

- SLS has posted new reports on their website of projects done with other departments; be sure to look at some of that information.

4. Department Takeaways:

- Each meeting there will be a chance to share your takeaways from the meeting that you will share with your department.
- This week’s takeaways included:
 - Request to provide A-Team reflection prior to the Assessment Team Meeting monthly, so that members can canvas their departments to provide informed response. Will be included in minutes from previous meeting, email of minutes and reminder of meeting in the following month.

Next Month’s A-Team reflection question: How has your department used assessment to increase its effectiveness in serving diverse student populations?

Next Month’s Meeting is on Monday, November 14!