

DSA Assessment Team Meeting February 11, 2019 Minutes

Present: Debbi Almond, Byron Schlather, Kristie Orr, Cameron Baker (for Kerry Pickens), Raye Leigh Stone, Huanshu Yuan, Russell Tipton, Stefanie Baker, Mark Haven, Kyle McCracken, Jennifer Boyle, Kari Keller Becker, Connie Langellier, Judd Moody, Darby Roberts, Kelly Cox, Eric Webb, Susan Fox-Forrester, Ligia Perez, Heather Bennett, Jana Corley, and Alyce Odasso.

Absent: Veteran Resource and Support Center

Guests: Emily Ivey (ODSL), Doug Pils (ODSL), Melanie McKoin (ODSL), Erica Ritter (BGCC), Jason Kurten (Rec Sports), Cathy Hastedt (UART), and Alicia Dorsey (OIEE)

Discussion:

- AEFIS Demonstration
 - There was an introduction to the new platform and some of the features that will now be available. One noticeable change will be receiving feedback throughout the new assessment cycle. You won't be waiting until the cycle ends to get feedback from OIEE, it will be more similar to how you've received feedback throughout the process from SLS. Also that feedback will be done in AEFIS. SLS will provide feedback and then you will have the chance to make any changes or edits based on that. The department approver (the Assessment Team liaison) will submit the plan and then OIEE will also provide feedback.
 - By changing platforms, it also allows us to reset the assessment cycle and timing of things. We will now be working with an 18-month assessment cycle to allow for planning in the spring before the academic year begins. Reporting in the fall and closing the loop at the end of the fall semester.
- Assessment Cycle
 - Part 1 – Planning
 - This is where you will put in your outcomes, measures, and targets. You are planning what you would be doing for the next academic year. This will occur in the spring semester; however this year we will be doing this for 18-19 (our current year) and for 19-20 (planning for next year).
 - 3 outcomes will be due March 8 so they can be pre-loaded into AEFIS. After this, any additional outcomes or changes you will put into AEFIS by May 1. You will get feedback from OIEE by the end of June.
 - The measures and targets will be due by August 1 and you'll receive feedback from OIEE by mid-September.
 - Student Life Studies expects all departments to have at least 1 student learning outcome – this can be for students involved in programs, student leaders, student employees, etc.
 - Student Life Studies highly recommends all approved HIPs be in your assessment plan.
 - Part 2 – Reporting
 - This section includes your findings (what you did in that year) and your data-informed actions (about what you'll do or change in the upcoming year).
 - This will be due before the Thanksgiving break – for this year it will be November 22, 2019. OIEE will provide feedback on these sections by early February.
 - If you work with unique populations, you will include information about how these different populations may be experienced by your programs or services differently. Be sure to think about this as you are planning things starting now for the 18-19 assessment plan.
 - Part 3 – Closing the Loop
 - This section is the time to reflect on the assessment practice and process itself, lessons learned, stakeholders, etc. It is also the place to report on previous action items you have implemented and whether or not the outcome improved or changed as expected.

- This will be due by the semester break – for this year it will be December 20, 2019. OIEE will provide feedback by early February.
- Annual reports – if you want any feedback on your annual report, contact Darby.

Announcements:

- Sexual Assault Campus Climate survey is currently running
- SERU will begin just after spring break
- New project reports, blogs, and podcasts posted on the SLS website
- Upcoming assessment projects with departments, division, or campus?

Reminders and Due Dates:

- No meeting in March – will be taken off the calendar soon
- Upcoming meetings: April 8, May 13, June 10, July 8, and August 12
- AEFIS will be on campus March 27-29 – watch for more information on their visit
- Upcoming due dates:
 - Names of staff from your department who should have access to AEFIS is due to SLS by February 28.
 - The Assessment Team Liaison will be the final approval for your department. If you have more than one liaison on the team, let SLS know who the final approval is by February 28.
 - If you have more than 3 outcomes, let your SLS assessment plan person know which 3 to give to OIEE by February 28.