

## ASSESSMENT COMMITTEE

October 18, 2001 8:00am  
VH 2151

**Those Present:** Garry Gordon, Marty Eisenberg, Shirley Morahan, Randy Smith, Ruthie Dare-Halma, Amanda Eggers, Dave Rector, Heidi Templeton, John Bohac, Steve Hadwiger, Doug Davenport, Nancy Asher, Bryce Jones, David Hoffmann, Michael McManis, Erika Woehlk

- I. New committee member welcome
- II. Review of last meeting's minutes: no comments
- III. Committee reorganization
  - We need to include an analysis component; assessment analysis is very important.
  - The committee could split up into two groups consisting of the main group itself and one smaller group geared toward assessment analysis.
  - There should be some crossover between groups; perhaps the committee chair will be on both.
  - In the smaller, analysis group, not every division needs to be represented.
  - The analysis group will guide and initiate the analyses and bring in consultants who are not part of either committee group, but are knowledgeable about assessment.
  - Call the analysis group a "team"?
- IV. Interview Project
  - Keep a two-year cycle? Yes.
  - Stay with retention and recruitment.
  - Interview freshmen and juniors.
  - Perhaps there should be a follow-up with last year's people in addition to or part of the Interview Project. The follow-up could include teaching the students about the planning process.
- VIII. Computing Literacy Assessment Task Force
  - Use to be called the "SmartForce Committee"
  - The committee is looking at using technology to assess technological skills.
  - Longwood in Farmville, Virginia has implemented SmartForce and has made proficiency on certain programs graduation requirements.

- There is a pre-test where students can pass a certain program and become certified as proficient. 40% of the Longwood students passed the pre-test.
- SmartForce is \$80,000 for three years. This includes 250 learning modules for the entire campus to access.
- Truman can choose its own modules depending on what programs are considered a priority.
- Since SmartForce offers certification, is it really assessment or just a certification? The same thing can be said for senior tests, however.
- When a student becomes certified, are they meeting curricular requirements? Computer literacy, perhaps. Therefore, SmartForce could be assessing the computer literacy requirement.
- Modules are more like self-study that can supplement class work.
- This would be a very good tool for faculty development.
- We need to explore other options than SmartForce. Maybe there is another program out there that is more suited to our needs.

VII. HERI Survey – 21 local questions

- The Higher Education Research Institute is sending surveys to Truman so that we can distribute them to our faculty and HERI will compile the responses for us. We are allowed up to 21 local questions written specifically for Truman.
- The committee reworked several of the questions Truman had written three years ago.

V. Assessment website update

- Heidi will look into it.

VI. Possible Susan Hatfield visit (Assessment Consultant)

- Erika will find contact information and e-mail to Ruthie.

VII. Junior Test

- We will discuss this item next time.

VIII. Tek.Xam progress report

- We need the dates 30 days in advance.
- Tek.Xam will be good for 60 days.

- There are two ways to finance it. One is to buy it and sell it back to the students. We need to get the information to Division Heads and possible the *Index* to get feedback about Tek.Xam. Can the VPAA pay for some?

X. Staff Survey

- We could run it by focus groups or give it to the President to run by some people.

XI. Phone Reminders

- There is no need for phone reminders. E-mail works good to contact everyone.

Meeting adjourned at 9:45am.