

## ASSESSMENT COMMITTEE DESIGN AND IMPLEMENTATION GROUP

October 2, 2003, 4:00pm  
VH 2251

**Those Present:** Ruthie Dare-Halma, Stephen Hadwiger, Sue Pieper, Erika Woehlk, John Bohac, Dave Rector, Doug Davenport, Lou Ann Gilchrist, David Gillette, Marty Eisenberg, Mark Kirtland, Sarah Mohler, Candy Young.

### I. Transcript Notations

- A. Transcript wording for AP junior test achievement: “Junior Test: Distinction” for 50<sup>th</sup> percentile and above and “Junior Test: High Distinction” for 80<sup>th</sup> percentile and above.
- B. Transcript notations for the CAAP.
  - 1. Transcript wording will be the same as the AP.
  - 2. Averaging the three scores will not produce an accurate percentile.
  - 3. The student must achieve the percentile on all three sections of the CAAP.
  - 4. Have Nancy Asher determine a percentile for the CAAP that is equivalent to the 80<sup>th</sup> percentile on the AP and use that number for the high distinction designation.
- C. Provide a statement to the Registrar’s Office that includes the policy and an explanation.
- D. Communicate our decision to the students.

### II. Interview Project Initiatives

- A. D. Gillette composed some write-ups out about what we learned from the Interview Project last spring.
- B. The *Index* printed a story on the Interview Project last week. They intend to do a follow-up story as well.
- C. There will be a series of three *Truman Today* articles appearing about the Interview Project findings.
- D. D. Gillette will contact ITS about putting pop-up windows on the assessment website and/or Pipeline with assessment and Interview Project factoids.
- E. Make informational ads and Interview Project findings for tables in the residence hall cafeterias and Mainstreet. This will most likely be done in the spring so that students’ answers this year are not skewed by previous findings.
- F. D. Gillette has developed a follow-up survey to last year’s Interview Project.

1. The survey is intended for Truman faculty and the questions mirror those the students answered in the Project. The goal is to find where there are similarities and discrepancies between students and faculty regarding the institutional mission and liberal arts culture.
2. The survey will be available online through ITS.
3. Issue the survey this fall.
4. Make sure that the faculty know the surveys are anonymous.
5. Does this need to go through IRB? D. Gillette will check.
6. Inform the faculty that the categories under the survey questions #1-9 were obtained from student responses.
7. Keep the survey available for three weeks.
8. Staff should fill out the survey as well, but we need to make sure we can differentiate between faculty and staff responses.

G. The DIG endorses the Interview Project Initiatives.

### III. FSSE

- A. Last year, we were wait-listed for the FSSE pilot and were unable to administer it.
- B. This year, if we choose to participate, we need to sign up for the FSSE by October 31, 2003.
- C. We hope to survey the entire faculty rather than a sampling.
- D. Cost: \$1000 for 250 or fewer and \$1250 for 250-499 surveys.
- E. Advantages: the FSSE will offer us national comparisons and they will complete the statistical analysis and reports.
- F. What do we envision doing with the results? We can do a gap analysis between student and faculty responses. Those areas found to have significant differences can be discussed and actions can be made to improve whatever the difference may be.
- G. Indiana will give us our faculty data, faculty responses versus student responses, a norms report, and a data file.
- H. Preface the FSSE with a letter from the Vice President.
- I. Do both the paper and online options.
- J. The DIG endorses administering the FSSE in Spring 2004 to all faculty.

### IV. Post-Assessment Survey

- A. Ian Lindevald and Sue Pieper would like to present their findings to the DIG at a later meeting this semester.
- B. The DIG endorses the continuing administration of the Post-Assessment Survey following senior tests at Truman.

V. Next meeting will be Monday, October 13 at 4:30pm in VH 2251.

Meeting adjourned at 5:13pm.

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