

## ASSESSMENT COMMITTEE DESIGN AND IMPLEMENTATION GROUP

December 8, 2005, 8:00am  
SUB Conference Room

**Those Present:** David Gillette, Marty Eisenberg, Jeffrey Vittengl, John Bohac, Erika Woehlk, Nancy Asher, Glenn Wehner, Brandon Large, Karen Smith, Candy Young, Dave Rector, Bryce Jones, Barbara Price, and Lou Ann Gilchrist

### I. Interview Project – Jeffrey Vittengl

- A. SUB rooms have been secured for the Project in the spring.
- B. J. Vittengl still needs faculty volunteers for the Project (60 hours yet to be scheduled) and passed around a sign-up sheet to DIG members.

### II. Portfolio Project – Karen Smith

- A. K. Smith has gotten nearly all the submissions for December now. All of them were submitted on CD or floppy disk.
- B. Discussion of Portfolio prompts
  - 1. What about letting students know when they come in as freshmen which prompts they will have to submit materials for? Response: A better idea would be to give them a list of prompts that have been used in the past and those that are presently being used so that they can start their collection; they will not have any requirements set in stone, which means there is still the freedom for the faculty to change the Portfolio requirements by the time they're ready to graduate, but that the students will also have a good head start.
  - 2. Advisors should help their students as much as possible.
  - 3. DIG recommends reinstating the Growth as a Thinker prompt.
  - 4. Possibly consider reusing other discontinued prompts.
  - 5. Is it time to consider sampling during the reading? Remember, however, one of the things we market to students for the Portfolio is the fact that everyone's entries get read.

### III. Interview Project Topic Search – Bryce Jones

- A. The committee is continuing their work.
- B. The committee would like to find out why applications for Fall 2006 are reportedly down.

### IV. Staff Survey – Erika Woehlk

- A. The Staff Survey was first administered in May 2003 and it is about time to revise it and administer it again.

- B. The DIG recommends that the Staff Council be put in charge of revising and distributing the survey.

#### V. Senior Tests

##### A. Continued Discussion

1. When making recommendations concerning the senior test, be sure to maintain competitiveness in the major.
2. When we report data to the State, they ask for the number of graduates, the number of graduates who took senior exams, the number who scored above the 50<sup>th</sup> percentile, and the number who scored above the 80<sup>th</sup>.
3. Last year 28.1% of the students taking senior tests took GREs; of those, 64.1% scored above the 50<sup>th</sup> and 20.8% above the 80<sup>th</sup> percentile.
4. The new commissioner is looking at performance-based funding for when funds become available again.
5. D. Gillette will meet with Vice President Gordon next week and relay the DIG's conversation to him.

- B. Junior Tests – discussion postponed until spring.

#### VI. Assessment Almanac

- A. Publishing the Assessment Almanac costs roughly \$550 to print 225 copies of Volume I and \$650 to print 60 copies of Volume Two. Volume III of the Almanac has been printed only online for two years now. There were 116 copies of Volume I left and 16 of Volume II last year. This might be one area where we can cut a little money from the assessment budget, especially considering that most people use the online versions of the book anyway.
- B. The DIG recommends that formal hard copies of the Assessment Almanac no longer be printed. All chapters from all volumes will be posted online. A limited number of hard copies will be run off by the VPAA Office and kept for official records in that office and in the Library.

#### VII. UGC Computer Literacy Committee – Scott Thatcher (no report)

#### VIII. CLA Update – Sue Pieper

- E. Woehlk passed around a document created by S. Pieper that outlines the processes gone through for the fall administration of the CLA.

#### IX. Announcement – send D. Gillette your schedules for spring.

Meeting adjourned at 9:02am

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