

Institutional Assessment Committee Minutes

March 23, 2023

Committee Co-Chairs: Tanda Emanuel, Assistant Professor/Program Coordinator, Electronic Health Records/Health, Division of Health Sciences; Dr. Carlee Ranalli, Dean, Planning and Institutional Effectiveness

Committee Members: Jessica Miller, Taylor Rigsby, Mike Schmidt, Kendra Perry, Laura Scafide, Brandon Brereton, and Sharon Akuokoh

Present: Dr. Carlee Ranalli, Tanda Emanuel (co-chair), Brandon Brereton, Jessica Miller, Kendra Perry, Sharon Akuokoh, Mike Schmidt, Taylor Rigsby, Alison Preston, and Laura Scafide

- I. Non-academic Assessment discussion** - Alison Preston shared with the committee that the PIE office has been collaborating with non-academic divisions (Student Services, Food Services, Food Pantry, Retention, Athletics and open campus evaluations), cohort groups (Students with Disabilities and Veterans) and individuals on non-academic assessment. The goal is to better understand process-wise how to gather data from these divisions as well as look at institutional learning outcomes (ILOs) beyond the classroom. Alison outlined two additional PIE goals:
1. To know what data was used in any institutional decision-making process.
 2. The need to make sure that the data collected as opposed to gut feelings need to inform decision-making which is important for student success.

She mentioned that data collection and assessment differ between academic and nonacademic because the needs of every department are different; however, everything needs to align with ILOs. She mentioned that it is one thing to get data on an ILO or a specific topic, but there is not really a point if the person who is collecting this information cannot turn around and use this data to inform a decision. She mentioned that PIE is trying to capitalize on any opportunity to connect with different departments and work on assessments that work for them and assessment sometimes it is data analysis.

Now that the college has ConexEd and Retention alert, PIE is looking at the cases that are coming in and what their outcomes are from that

academically. It is not directly related to ILOs but related to student success and that is a form of assessment.

By request, PIE has been focused on conducting a lot of individualized surveys outside of the Graduate Survey and CCSSE. They have been working on evaluations for cohort groups (Students with disabilities & Veterans), open campus evaluation, food service, food pantry, and looking at taking ConexEd survey data and connecting it to outcomes.

IA also wants to explore further and make connections across campus through nonacademic assessments but the goal is not to burn students out with surveys. One method of interest is conducting focus groups. Alison mentioned she is open for discussion and wants to solicit some other ideas from the IA Committee.

Carlee mentioned it is her hope that some of the work that Alison is doing with Retention will help to inform college policies that will help students as well as be used by Shared Governance groups to change, update, and create new policies.

Alison mentioned IA is looking at credit distribution within a term.

Carlee talked about using some of the data coming from the First Year Experience courses. For example, Charles in Financial Aid talked about doing financial literacy and FYE is thinking about incorporating that into that course. How can we combine forces on some of these items.

In looking at FYE, Alison talked about utilizing a methodology of pre- and post-assessment model instead of just a one point in time thing. For example, for FYE and financial literacy, students need to be assessed to see how much they know before starting the course and assessment afterwards to assess what they have learned as a result of the course.

Carlee mentioned that Alison and Taylor will be working more with ConexEd to do more assessments.

The presentation concluded with Alison asking the group to inform the PIE office if they hear or know of anybody who needs assessments performed or need any questions answered.

Carlee welcomed Laura Scafide to the IAC.

II. Student Surveys Update- CCSSE, Graduate Survey, Diversity Survey

CCSSEE Survey - Taylor gave an update on CCSSEE. Reminder emails and text messages were sent out to students complete the CCSSE survey. The survey response rate was 17%/382 responses. Carlee mentioned that the data will come back over the summer and analysis will be done on the student engagement experience.

Graduate Survey - Carlee mentioned there are still plans to do a Graduate Survey which will be conducted like it has been done in the past. The GS will include alumni questions trying to see whether students are interested in getting involved in the Alumni Association.

Alison indicated the GS will open a couple weeks before graduation and will remain open until a couple weeks afterwards. Questions were added regarding programs, not individual programs but program categories, which is similar to other surveys.

Diversity Survey – The Diversity and Inclusion Committee continues to review different models of surveys to support the Middle States Standard 2 on Ethics and Integrity. The Student Diversity Survey needs to get the student’s perspective about their experience on campus, for example, asking a question on “how they felt on campus”. The survey may be conducted later in the fall semester.

III. Questions and Other Discussion - Carlee asked the group if they had anything they would like to discuss in the future in terms of institutional assessment, anything in the worldwide web, articles, the committee is open to discussion and education, spreading the idea of institutional assessment around campus.

No questions were asked.

IV. ADJOURNMENT: A motion to adjourn the meeting was made by Alison and Brandon second the motion. The meeting adjourned at 2:45 pm.