

Assessment Committee Meeting Minutes: 1/30/2025

Attendees- Carlee, Tanda, Emily, Jeannine, Carrie, Ed, Kate, Courtney, Kati, Brandon, David

Absent- Heather, Nancy, Jamie, Dawn N.

Called to order- 2:32

Committee Updates

- Erin Murray left HCC to pursue a different career.
- David Grimes was suggested as her replacement; he has previously served on the committee.

Assessment Software

- The committee has decided to move forward with Watermark as the assessment software. An implementation meeting is scheduled for next week.
- Looking for faculty volunteers to serve as early adopters for the academic piece.
 - Committee Volunteers: Jeannine Stonestreet, Ed Bass, and Emily Boward.

PIE Survey Projects

- Working with student activities on a campus survey regarding basic needs.
- Focus areas include food, housing, and transportation insecurity among our students. Heather Barnhart and Angie are helping with this.
- Basic needs survey is expected to launch in February and conclude in March.
- Working with Kaprece Smith on development of a survey to gather data on dual enrollment students to understand their experiences and provide better support.

Program Reviews

- Departments undergoing program reviews this year include English, Environmental Science, History, Information Systems and Political Science.
- External reviewers are scheduled to visit to provide departments with insights for future needs and directions.

Future Committee Focus

- Discussion on the committee's role in assessment processes.
 - Need to coordinate general education data collection.
 - Importance of representation across divisions for diverse perspectives.
- Potential review of assessment procedures and updates to the SLOA handbook.
- Importance of continuous review and feedback on new software.
 - Some divisions feel overwhelmed by current assessment methods and are hopeful that Watermark will decrease confusion and complexity.
- Provide suggestions for assessment of campus and student satisfaction

- Use caution with the number of surveys sent to students to avoid survey fatigue and maintain response rates.
- Proposal to solicit student feedback through focus groups.
- Proposal for the committee to assist with professional development around assessment.
 - Focus on peer-to-peer learning rather than administrator-led sessions.
 - Importance of faculty-led workshops for addressing any assessment challenges.
- Consideration of forming subgroups for academic and non-academic work to increase engagement.
- Consider future data needs for Middle States to prepare necessary data for the next accreditation cycle.
 - New Watermark software includes a Middle States template.

Meeting Discussion

- Solicit ideas from divisions and departments.
- Identify projects or problems needing attention.
- Need for organized training for piloting Watermark.
- Schedule meetings for users to discuss usage and experiences.

Middle States

- Final edits to the documentation are ongoing, it is due by February 9th.
- MHEC will send a representative during the middle states visit.
- Team from Middle States currently consist of seven members plus one from MHEC.
- The new vice president from Middle States is currently onboarding and will be meeting with Carlee and Dr. Klauber next week.

Future Actions

- Use meeting minutes to create a list of brainstormed ideas and identify short-term and long-term goals for implementation.
- Potential to set up faculty-led sessions and workshops this semester.
- Carlee will provide updates on the interconnection between watermark and D2L.
- Develop an implementation plan next month.

Adjourned- 3:05