

Assessment Committee

MEETING MINUTES

Date: December 13, 2017

Time/Place: Email meeting

- I. **Call to Order:** Christy Wilson sent an email on December 13, 2017, at 8:30 a.m. calling the meeting to order.
- II. **Minutes:** The minutes from the November 14th meeting were presented for review and approved with a majority. (Vote #1)
- III. **Old Business:**
ARRT groups and reports have been assigned. ARRT teams are to report their results at the February, 2018, committee meeting.

The following teams will review assessment reports for this year per the assessment plan.

Assessment Team 1

Mandi Haynes (chair), Genevieve White, Caroline Hammond, Sarah Bauldree

Reports:

ARTI 2003, ACCT 2013, BSTD 0513, CHEM 1014, GEOG 2003, ENGL 1123, MGMT 1113, CSCI 1813, EDUC 2003,
COMM 1103, COSM 1203, MECH/IDEQ 1404, HCIT 1003, PTAP 1002, RESP 2003, SURG 1202

Assessment Team 2

James Dubose (chair), Ray Winiacki, Karsten Tidwell, Sherry Howard

Reports:

ENGL 2223, ADMS 1013, BSTD 0613, BIOL 1004, PHYS 1004, MGMT 2113, CRJU 2603, EDUC 2113,
COMM 1603, PTEC 2474, HCIT 1021, PRNS/PNS 1202, RADT 1002, SURG 1216, BUSI 2013

Assessment Team 3

Nancy Whitmore (chair), Jim Yates, Dean Inman

Reports:

HIST 2013, CSCI 1003, MATH 1023, ECON 2003, PSYC 2223, ENGL 2043, CSCI 1114, ECED/ECE 2053,
ADMS 1023,
AUTO 1404/AST6 1404, WELD 1224/Layout and Pipe Fitting, OCCU 2201, PRNS 1301, RADT 1222, RNSG 2119

Assessment Team 4

Vicki Badgley (chair), Heather Smith, Robert Norman, Roslyn Turner

Reports:

HIST 2033, HPER 1403, MATH 2123, BIOL 2003, SOCI 2033, CRJU/CJ 1103, ECTC 2803, AUTO 1304/AST2,
COSM 1002, MECH 1003, PTEC 1113, WELD 2224, OCCU 2304, PTAP 2415, RESP 2233, RNSG 2123

IV. New Business:

a. **Vote 2:** Suggestion for Disaggregation of data based on East and West campus and full / part time faculty

Please vote on this topic if you have no questions about what is being proposed. If I receive email questions/discussions about this, we will table the vote until January so that we can discuss this in person.

I. New Business

Disaggregation of data based on East and West campus and Full and Part-time faculty

- A recommendation has been made from the HLC Assessment subcommittee to disaggregate these two categories based on college-wide results (not individual course results).
- A suggestion has been made by Dr. Stephanie Tully-Dartez that we pilot the above recommendation to see how to pull the data and if we will achieve desired results. I agree with this, as we don't want to add a policy to the Academic Assessment Manual until we are sure that the data we are pulling is what we need and what will fill HLC's recommendations. The Institutional Effectiveness staff can pull the data in spring to be presented at the March meeting, and the Assessment Committee can review it at that time.

No questions were raised, and this motion passed with a majority vote.

b. **Vote 3:** Committee membership changes

Please vote on suggested membership changes to our committee based on the definitions of ex-officio and advisory that were just passed by cabinet. **This will change our committee structure, so again, if we have discussion or questions, I will table this vote until the January meeting.**

- a. From Cabinet and shared with Academic Affairs Council (AAC):
Shared Governance APM 1.10, Ex-officio description
As described in Article 9, Section 51 of Robert's Rules of Order, an ex-officio member of a committee or council are members by virtue of their office at SouthArk. The ex-officio member has all the privileges, including the right to vote, and may hold the office of secretary for the committee, but no higher office.
Advisory members are non-voting members of the committee holding a position of academic dean/administrative director or higher who have administrative oversight on functions covered by the committee. The SouthArk shared governance structure recognizes the importance and necessary participation of all levels of staff, faculty, and administration in the governing process. Advisory members attend regular and special committee meetings. They may contribute to discussion and provide advice, information, policy/law, and historical information regarding a particular topic under consideration. Advisors may not bring forward motions, may not vote on any item brought before the committee, or be counted as part of a quorum.

ASSESSMENT COMMITTEE

2017-2018

CHAIR: Christy Wilson

Vice-Chair: Vicki Badgley

Secretary: Genevieve White

Voting Members	Title/Department
James DuBose	Faculty Member – Career & Technical Education
Karsten Tidwell	Faculty Member – Career & Technical Education
Sarah Bauldree	Faculty Member – Health Sciences
Mandi Haynes	Faculty Member – Health Sciences
Nancy Whitmore	Faculty Member – Liberal Arts
Christy Wilson, Chair	Faculty Member – Liberal Arts
Roslyn Turner	Faculty Member – Liberal Arts
Heather Smith	Student Services Member
Vicki Badgley, Vice-Chair	Assessment Coach (Faculty)
Genevieve White, Secretary	Assessment Coach (Faculty)
Robert Norman	Director of Distance Learning
Sherry Howard	Dean of Continuing Education
Ray Winiecki	Dean of Career & Technical Education
Caroline Hammond	Dean of Health Sciences
Dr. James Yates	Dean of Liberal Arts
Dean Inman	Dean of Enrollment Services
Ex-Officio / Advisory: Non-Voting/ Non-Quorum	Representative
Dr. Stephanie Tully- Dartz	Chief IE and Advancement Officer
Sherry Howard	Dean of Continuing Education
Ray Winiecki	Dean of Career & Technical Education
Caroline Hammond	Dean of Health Sciences

Questions were raised about the structure, so this vote has been tabled until the January meeting.

V. **Announcements:** None

VI. **Adjourn:** The meeting adjourned on Friday, December 15.

Minutes submitted by Christy Wilson

1/5/2018 cw