Minutes
Institutional Assessment Committee
March 28, 2006
Chair: Dr. M. Suzanne Clinton

The meeting was convened at 3:30 p.m. in the Administration Building Conference Room.

Present were: Dr. M. Suzanne Clinton, Chair; Dr. Karla Oty, Mr. Don Aguilar, Ms. Carolyn Kinslow, Mr. Tom Sutherlin, and Ms. Jon Ella Long

Absent were: Dr. Larry Kruse, Ms. Edna McMillan, and Dr. Mary Dzindolet.

1. Approval of minutes from February 21, 2006, meeting

Dr. Suzanne Clinton called the meeting to order. She mentioned that the minutes for the February 21, 2006, meeting of this committee stated that she would be leaving Cameron at the end of the spring semester, when in fact she will be leaving at the end of the summer semester. Mrs. Long will make this correction and reissue the minutes. Dr. Clinton asked for a motion to accept the minutes from the February 21, 2006, meeting of this committee, with the above-referenced correction. Mr. Don Aguilar made the motion and Dr. Karla Oty seconded it and the minutes were approved.

2. Remediation

Mr. Tom Sutherlin said that Dr. Virginia Reasor has been contracted to conduct a study on remediation and retention and has asked him to provide data. After her initial analysis, she will be coming to campus to interview people, have lots of meetings, and will then make a recommendation to the Vice President for Academic Affairs.

He distributed a sheet outlining the remedial courses that have been offered since Fall 2002, and explained the methods he used in collecting the data. He is particularly concerned about students who cannot read. He said that many times, students believe they have other deficiencies, when in fact they simply cannot read or comprehend. They are literally crippled in reading. He feels we need a policy that requires everybody, regardless of age, to remediate reading. Success in mid-level general education is not going to improve until we do this. Different opinions were discussed about how to help students who can’t read. This would impact credit hour production in college level classes as we adjust our behavior and the students’ behavior.

We are trying very hard to keep our students retained. If students are not allowed to enroll in college level courses, they are not allowed to get financial aid. This committee may be asked for an opinion about the number of times students can take the CPT tests, but will not be asked to discuss remedial courses, which will probably be done by the General Education Committee. This is a positive thing, as we are taking a serious look at it. Dr. Oty said there are three CPT tests and currently we only give one. She would like for us to give it at least one more time which would help us know where to place students.

There is a tool called “work keys” that has been used primarily in the career tech system, but is also being used by employers to test prospective employees. Mr. Sutherlin has been asked to look at how we might utilize work keys here at Cameron to test seniors. If they were to test well, it would tell us where their skill levels are, because at some time in the future we are going to be required to demonstrate that our graduates can perform the things for which they have been educated.

Don Aguilar mentioned that the General Education committee will recommend that we have an Assessment Day on campus.

Mr. Sutherlin said there is a report card on the web that you can look at and see how the public schools perform. The average for our students for ACT this year is 18, and under 19 they are not required to remediate. He will bring CPT cut scores and ACT scores to the next meeting to discuss how we might interpret them.

The next meeting of this committee will be April 25, 2006, at 3:30 p.m.

There being no further business, the meeting was adjourned.

Respectfully submitted,

[Signature]
Jon Ella Long
Minutes
Institutional Assessment Committee
April 25, 2006
Chair: Dr. M. Suzanne Clinton

The meeting was convened at 3:30 p.m. in the CETES Building Conference Room.

Present were: Dr. M. Suzanne Clinton, Chair, Mr. Don Aguilar, Ms. Edna McMillan, Dr. Mary Dzindolet, Mr. Tom Sutherland, and Ms. Jon Ella Long

Absent: Dr. Larry Kruse

1. Approval of minutes from March 28, 2006, meeting

Dr. Clinton called the meeting to order. Minutes from the March 28, 2006, meeting were distributed to those present. Dr. Clinton asked for a motion to accept the minutes. Don Aguilar made the motion, Edna McMillan seconded it and the minutes were approved.

2. Discussion of Entry Level Classes

Mr. Sutherland discussed the different entry level classes offered at Cameron and the methods by which they are administered.

A long discussion was held about how many of Cameron’s students cannot read or write adequately. Methods and possible solutions for assisting them in overcoming these deficiencies were discussed. Some suggestions included requiring teachers to emphasize adequate writing skills and making this a part of the teacher’s evaluation process, re-introducing Reading Across the Curriculum and Writing Across the Curriculum, and, ultimately, making the faculty accountable. Dr. Clinton suggested conducting a survey of the faculty asking how they encourage writing in their classes. Mr. Sutherland will devise a survey to be sent to the faculty and inquire about writing assignments. Dr. Dzindolet felt this was positive.

Dr. Clinton remarked that it’s not just entering freshmen who can’t read or write. She says she has many senior students who have inadequate skills in this area. Dr. Dzindolet added that she gets graduate students who can’t write well, either. Mr. Sutherland said next year we need to decide how we will measure general education outcomes so if we have deficiencies we can go back and correct them. The majority of our students say they come to CU to improve their lives and get a good education. We need to work on ways to see that they are successful when they enter the workplace. Mr. Sutherland said we could make a recommendation to the Vice President for Academic Affairs and ask him about accountability issues. He said he hopes that, in the future, the Assessment Committee could see what levels they would expect students to be at after they graduate.

3. Discussion of Remedial Classes

Dr. Virginia Reasor, who has done consulting work for Cameron in the past, has been hired again to conduct a study of our entry level and remedial classes. Mr. Sutherland has been working with the ITS staff to collect some data for her, and is encouraged with the IT staff’s positive attitude in giving him the data he needs. He believes the problem we are going to find is retention, not remediation. Keeping students in school will help them succeed, and he hopes this committee can make a recommendation on this. Don Aguilar said there is a big problem with students enrolling without taking remedial courses, and wonders if we could use CAMSIS to block students from enrolling in the incorrect classes. Mr. Sutherland said this committee is going to have to take a position, put it in writing, and stand behind it. Ms. McMillan said other universities require students to have higher abilities, and we do not get the same caliber of students as OU, for example. Mr. Sutherland said we need to define our expectations first before we have a right to point the finger at the students. He said only about 10 percent of our students are the caliber of OU’s, and we really need to encourage scholarship and make some difficult decisions. We are not going to be the “university of choice” until we change our behavior.

Mr. Sutherland thanked Dr. Clinton for her work on this committee and the work she has done for the institution. We are going to miss her.

This is the last meeting for the year.

There being no further business, the meeting was adjourned.

Respectfully submitted,

[Signature]

Jon Ella Long
Institutional Assessment Committee
April 25, 2006
Agenda

1. Approval of March Minutes
2. Discussion of Entry-level Classes
3. Discussion of Remedial Classes
4. Other Matters