Minutes
Institutional Assessment Committee
3:30 PM, November 10, 2011
MCC Buddy Green Room
Cameron University
Lawton, OK

Members Present: Cathy Blackman, Terri Gentry, Roxanne Gooch, Jim Heflin, Mike Husak, Carolyn Kinslow, Maxwell Kwenda, Edris Montalvo, Frank Myers, Zeak Naifeh, Karla Oty, Mary Penick, Pam Rogers, and Benson Warren

Members Present as Proposers: Mike Estep, Carla Guthridge, Howard Kuchta, and Kirsten Underwood

Members Absent: Jawad Drissi, Courtney Glazer, and Hui Tan

Chair Benson Warren called the meeting to order at 3:30 pm.

Six proposals for assessment grants were made:

1. Dr. Carla Guthridge requested $314.40 for the Biological Sciences Department to purchase 24 ACAT exams to use in determining whether the exam would be an appropriate mid-level assessment tool.

2. Dr. Kirsten Underwood requested a minimum of $1,822.00 for the General Education Committee to send a representative to the Association of American Colleges and Universities’ “General Education and Assessment, New Contexts, New Cultures” conference. She maintained that sending two or more people would be beneficial and noted the cost of sending additional representatives.

3. Dr. Howard Kuchta and Dr. Jennifer Dennis requested $2,500.00 for the Department of Education to provide stipends for public school teachers to evaluate department rubrics for validity and to provide refreshments for the evaluators.

4. Dr. Mary Dzindolet requested $3,600 for the Department of Psychology to hire a consultant to provide four workshops. Two workshops, one covering basic statistical analysis and data collection to aid in curriculum development and one covering the development of rubrics, will be open to faculty from all departments. The other two workshop will be limited to Psychology faculty and will focus on improving both the BS and MSBS programs by providing recommendations to address all aspects of program assessment.

5. Ms. Stephanie Boss requested $7,500 for the Department of Health and Physical Education to continue employing a consultant who has been helping the department align assessment with program standards for the National Council for Accreditation of Teacher Education and the National Association for Sport and Physical Education. The focus of further consultation would be the development of assessment tools to measure and strengthen program objectives and student learning outcomes.

6. Dr. Mike Estep requested $2,000 for the Department of Computing and Technology to purchase the IS Core exam (a test developed by the Institute for Certification of Computing Professionals (ICCP) specifically for learning assessment of Information Systems students at associate and bachelor levels) for use during the 2011-2012 academic year to compare Cameron CIS/IT AAS and BS majors to Information Systems students nationally.

After thoughtful discussion, the committee voted to make the following recommendations regarding the proposals:

1. Approve Guthridge’s request for the Biological Sciences Department
2. Approve Underwood’s request for funding for two people to attend the AACU conference
3. Approve Kuchta and Dennis’s request for stipends with the proviso that they include two people from higher ed in the five reviewers for each rubric.
4. Ask for more information from Dzindolet, particularly what the cost would be if no workshops were included – deadline, January 10th
5. Karla Oty will talk to the dean about Boss’s request– deadline, January 10th
6. Oty will use IRAA budget to pay for the IS CORE exam for which Estep requested funds

There being no further business to discuss, Warren adjourned the meeting at 5:30.

Carolyn Kinslow
Secretary