Minutes
Institutional Assessment Committee
February 21, 2006
Chair: Dr. M. Suzanne Clinton

The meeting was convened at 3:00 p.m. in the Administration Building Conference Room.

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

Absent were: Dr. Larry Kruse, Ms. Edna McMillan

1. Approval of minutes from January 10, 2006, meeting

Tom Sutherlin mentioned that Dr. Sylvia Miller was no longer a member of this committee and her name should be removed. He will send a request to Dr. Buckley about a replacement for her. Dr. Suzanne Clinton suggested that Greg Treadwell would be a good candidate.

Minutes from the January 10, 2006, meeting of this committee were distributed to those present. Dr. Clinton asked for a motion to accept the minutes, and Mrs. Carolyn Kinslow made the motion. Dr. Karla Oty seconded it and the minutes were approved.

Mr. Sutherlin said the minutes of this committee will be published on the IRSS website.

2. Discussion of the following exams: MFT, CAAP (Math and English) and Critical Thinking

Mr. Sutherlin said this spring semester we are ordering 121 Major Field Tests. Discussion was held about the methods of administering these tests, the outcomes they provide, the objectives of the tests, and how they are graded. Tom Sutherlin said it is important for multiple measurements of program outcomes in order to show what you set out to do.

We are ordering 100 CAAP tests each of English, Math and Critical Thinking. These tests cost $11.00 each. Mr. Sutherlin asked that each member of this committee email him the sections in which they plan to give tests so we can make plans. Dr. Oty says she has a faculty member in her class and wondered if they would be required to take the test. Mr. Sutherlin replied they should be excluded from the test.

3. Discussion of Graded PQIRs

Dr. Clinton said she had observed that somehow we think we are only supposed to test our graduates. We might need to reiterate to faculty that you can include other students. Several areas spend a great deal of time on demographics. Maybe some programs do not have objectives. A long discussion was held about the PQIRs and the different data that was included.

Suzanne Clinton said we talked previously about tying the PQIRs to the budget. Dr. Buckley said he had been to a workshop on assessment where they recommended this. Dr. Dzindolet said not tying it to the budget would indicate that people are doing their jobs. Dr. Oty remarked that as a chair, she had tried to tie her assessment to the budget but some things got funded, some didn’t, and she never did figure out why.
1. Approval of January Minutes

2. Discussion of the following exams
   a. MFT
   b. CAAP (Math and English)
   c. Critical Thinking

3. Discussion of Graded PQIRs

4. Other Matters
Institutional Assessment Committee
February 21, 2006
Agenda

1. Approval of January Minutes

2. Discussion of the following exams
   a. MFT
   b. CAAP (Math and English)
   c. Critical Thinking

3. Discussion of Graded PQIRs

4. Other Matters