

Institutional Assessment Committee
December 12, 2018,
10:00–Noon
Board Room, Building 1, The Dalles Campus

Present: Gail Gilliland, Susan Lewis, Mary Martin, Dawn-Sallee Justesen, John Schoppert

Call to Order: 10:00am

1. Welcome
2. November 7, 2018 minutes approved as written.
3. 2017-18 Department Review Summary
 - a. Goal: Update on Leadership Council discussion/review
 - The Leadership Council was not prepared to review the Department Review summary, as many members had not read it. Susan will present it again at the next Leadership Council meeting.
 - Action Item: Susan will present Department Review to the Leadership Council, again, now that the council has had time to read the document.
4. Core Themes Review
 - a. Goal: Approve final version of 2017-18 Core Theme assessment
 - Core Theme A
 - The Core Theme A document has been edited on the shared drive. Susan will add these edits to the combined final document attached to the December 12th agenda.
 - Core Theme B
 - Confusion still exists over which numbers are being used for “GED sections passed” in B2.3. Agreed to use “test sections passed” in this year’s report with an explanation of any discrepancy in data between years. This was the original intention of the measure, and the report should return to that measurement as soon as possible. Mary will get correct numbers before break.
 - Core Theme C
 - Much discussion ensued regarding mission fulfillment below mission expectation. Does this reflect lack of mission fulfillment or the actual measurement wording and measurable measurements and the need for larger data sets.
 - January meeting will thoroughly discuss Core Theme C in depth regarding measurable measures, ensuring larger data sets, relevance and future changes.
 - Review of Core Theme Assessment Methodology front page. Approved with addition of missing committee members
 - Core Theme Committees for 2017-18
 - Core Theme A
 - Student Services: Dawn Sallee-Justesen
 - Student Services: Kelly Sullivan
 - Core Theme B – good as is
 - Core Theme C – possibly?
 - Child Care Partners – Nancey Patten
 - SBDC – Rick Leibowitz
 - Customized Training – Suzzane Burd

- Action Item: Susan will combine the Core Theme A shared drive document edits with the final document.
- Mary will obtain GED test sections passed numbers for B2.3 and write some new language to explain any discrepancies from previous year's numbers. Will have them for Susan to add to report before the end of break.
- Future Agenda Item: In-depth review of Core Theme C at January IAC meeting

5. Strategic Planning Assessment Needs

- a. Goal: Update on SMP planning process
 - Extensive discussion regarding Planning diagram attached to the December 12th agenda.
 - Good visual of linking Department Review (Department Goals), Core Theme Objectives, Institutional Goals and Strategic Master Plan
 - Change "Dept Goals" to "Goals of Department" or language that emphasizes that the goals come from multiple departments
 - Suggestion to move SMP to create an oval around the diagram
- b. Goal: Ensure that IAC provides the necessary assessment data/analysis
 - Will include: CT Assessment, CSSEE from last year, Dept Review Summary, SMP update
 - Add SENSE, given this year

6. Survey Monitoring/Approval Revisited - Tabled

- a. Goal: Determine if the IAC will review proposed surveys and provide official or unofficial feedback
- b. Goal: Determine if the IAC will track survey distribution in order to try and avoid duplication and potential survey fatigue

7. Adjourn 10:40am

Next meeting: January 9, 2019