



Northeastern State University
Tahlequah • Broken Arrow • Muskogee

Student Learning & Assessment Meeting Minutes

Meeting Date: January 13, 2016, 12:00 pm, Tahlequah Campus, Bagley 101 with BbCollaborate to BA campus.

Members Present: (Broken Arrow, via Blackboard Collaborate) Dr. Cari Keller, Dr. Julia Kwok; Dr. Lisa Tritschler. Tahlequah Campus: Dr. Kathy Reese, Dr. Cheryl Van Den Handel, Dr. Darryl Linde, Mr. Chad McLane, Ms. Shelia Self, Dr. Sophia Sweeney, Dr. Mia Revels, Dr. Cari Keller, Dr. Julie Sawyer, Mr. Richard Hoenes, Mr. Olaf Standley, Mr. Cody Robinson.

Handouts: Draft NSU Institutional Assessment Plan, dated 1/8/2016

Meeting Notes: The group discussed the following items:

1. The group reviewed the document. Dr. Sweeney and Dr. Van Den Handel provided feedback in word documents.
2. The discussion focused on the section defining the "assessment cycle." Concern was raised regarding the need to clarify that the data collection cycle is continuous and not limited to a specific semester. It was noted that much of the needed data for meaningful assessment is collected from capstone courses, offered in the spring, but the report is currently due by June 15. Options were considered, such as assessing data from the previous academic year. However, the report to the Regents is focused on the current academic year. It was noted that if we can adopt a software solution integrating planning and assessment, the due date for the program assessment report can be moved to September. This was well received by the group.
3. Two questions were identified for the next meeting:
 - a. What should be included in the plan that isn't currently there?

b. Which institutional outcomes should be assessed annually?

Meeting adjourned: 1:15 pm.

Minutes prepared by Cari Keller