

Minutes of the University Assessment Committee
April 8, 2004 3:00pm
KL 420

Present: Carol Waters, Susan Baker, Ned Kock, Tom Anderson, Veronica Martinez, Rodney Webb, Mary Trevino, Conchita Hickey, Bonnie Rudolph, and Dan Mott

Dr. Waters called the meeting to order at 3:00pm distributed the agenda and Veronica Martinez shared the minutes of the prior meeting of March 30. The minutes were approved. Seven assessment reports of the General Education Program were then carefully reviewed. Mary Trevino led the discussion of the assessment reports for this program and noted the need to be consistent in the use of terms and format across all the reports.

There was considerable discussion of holistic and analytic rubrics and how to best report use of results in the assessment reports. Errors in reports were identified and will be returned for correction.

Discussion of sample also occurred as many students take a substantial number of courses they transfer in. Thus evaluating TAMIU general education outcomes with these students included confounds our findings concerning our educational success.

Additionally, several points were made by various committee members that the "use of results" sections need to be considered carefully by department authors. In particular, care must be taken to clearly identify which proposed changes were actually implemented. The use of measures of central tendency, such as the average, also needs to be consistent throughout reports.

Veronica Martinez led a discussion of the status of spring assessments, and noted when standardized measures were expected to be available. Bonnie Rudolph had to leave to conduct a class observation, and Dr. Mott took over taking notes to generate committee-meeting minutes.

Veronica Martinez then reported on several administrative assessment reports. Small grammatical corrections were made to the Police Department Assessment Report and some questions were raised about the Texas Center for Border Economic and Enterprise Development report. There is a need for clarification of some numbers and percentages in that report and there may be need for a more direct measure as the survey noted is really a secondary measure. The CTS assessment report was also reviewed and again some clarifications were requested and some grammar was corrected.

It was noted that testing for spring assessments in Psychology and English were already accomplished. Other departments will conduct them during SACS week, April 19-23. the next meeting was tentatively set for 3:00 pm Monday, April 26.

The meeting was adjourned at 4:45 pm.