

Assessment Committee
March 18, 2010

Present: Anjie A., Penny L., Allison A., Wendi W., and Matt F. (University Assessment Office), Sharon W.
Absent: Jim D., Shari Z.

Discussion items

- 1) Approve minutes from last meeting (3/4/10). [Approved- Wendi will submit to the AAAC web site.](#)
- 2) AAAC updates- Shari. Not present moved to next agenda.
- 3) Review AAAC feedback on survey instrument. Reviewed and accepted many items. Remaining 3 categories to revisit with a larger representation of our committee. [Discussed status of survey instrument with Matt Fuller. Overall instrument is solid and received positive feedback. "No game stoppers."](#) [Committee members discussed and retooled the remaining items, and began to forge open ended items. Updated draft will be created and provided to committee members.](#)
- 4) To do for next meeting: Review and finalize the remaining items. Create a plan for the electronic survey instrument- [Jon Laird from UAO is available to assist with construction of the survey, build the student group to receive the instrument, and maintain anonymity.](#) Pilot test- [Matt suggested using a representative group of student employees rather than selecting a random sample. He indicated that the return information would be representative and valid. Suggestions to ask student employees- 1\) How would you improve this survey, 2\) indicate areas of confusion, 3\) what is missing, and 4\) what were you surprised was here?](#) Request approval from AAAC to send completed survey to advisor listserv. Share the completed survey with ISU-ADV listserv prior to disseminating to students. [Deadline to send to students is mid April. We need to be cognizant of this timeline.](#)
- 5) Next meeting: April 1, 11a to noon, Fell 446 [Confirmed](#)