

## Minutes CHFA SOA Meeting, October 11, 2006

Attending: Gladden, Nelson, Schmitz, Chatham-Carpenter, Heistad, Reineke.

Regrets: Berghammer, Coburn.

- 1) Reineke reported on the University Assessment Committee meeting in September. Donna Vinton is making improvements in the university assessment web site. She also reported on the HLC summer meeting to which a UNI team went. Reineke had already reported on this meeting at the CHFA SOA Committee meeting in September. Vinton also distributed the plan for the year derived at that summer meeting. She indicated that students recently took the MMAP test (formerly Academic Profile). Efforts this year will focus on how to make this MMAP a more successful project. Vinton distributed copies of the NSSE questionnaire and said that in the spring she would be making reports on the results from last year. She also asked for comments on a proposed description of the tasks and responsibilities of the University Assessment Committee.
- 2) The committee decided to offer a single “make it and take it” graduate outcomes workshop on Nov. 13 3:30-5. Reineke will ask dept. heads to send their grad coordinator and 2-3 other persons active in grad program who have a solid grasp of the program. The workshop will follow a model from Oklahoma State that was reported on at the spring HLC meeting and which proved to be very successful at OSU. The committee will review the workshop format at the Nov. 1 meeting. Graduate programs should be able to take results from the “make it and take it” workshop and develop their graduate outcomes process with one further meeting of the department faculty. Some programs may simply tweak existing processes, if these have been working. But the workshop should also facilitate new SOA processes for graduate programs that have not had or have not utilized previous SOA plans. Graduate faculty may find workshops on rubrics to be offered by Reineke in the spring to be a helpful way of working with data they collect.
- 3) The committee began to review SOA reports submitted last Spring. Chatham-Carpenter reported on Communication Studies and indicated that they had actually done more than was reported because they did not complete part B of the report, even though they had worked on items relevant to part B. She indicated that data collection is going forward this fall and that students are being asked to submit from a portfolio a sample of their best work which demonstrates their achievement of Goal 1. Nelson reported for Communicative Disorders that the first part of their report focuses on their old plan. This year they will be implementing sections of the new plan described in the report. Clinic reports will be a focus. Nelson indicated that they have reformulated their plan because they had goals on the old plan that were never measured (e.g., technology). Reports will continue at the November meeting.