Objectives for 2008-2009:
Provide feedback to the employer survey report;
Develop, disseminate, and submit analysis on the faculty/staff climate survey report;
Discuss and determine plans for our next alumni (and employer) survey,
Provide feedback to the Neag School and Department Improvement Report, and,
Ensure that each department/program has development NEASC Assessment Plans in the fall and reports the results by June 10th.

11:00-11:30 Lunch
11:30-11:50 A Brief Update: After the October 29 Meeting...
Neag School of Education Assessment Plan and PowerPoint presentations
Faculty and Staff Climate Survey Report
Employer Survey Results Report
TNE Alumni Survey Results Report from last year, this year, and the future
Determination of when to conduct the next alumni survey across all 5 departments
Determination of the employer survey for selected programs
• School Psychology – Ph.D. program (APA accreditation)
• Athletic Training
• Physical Training

To Do:
• Discussions on the final “Commendations and Recommendations” section as part of the School/Department Improvement Report
• NEASC Assessment Plans in OATS
• Committee Self-Assessment
• An Overview of Checkbox: From December, Now, and in the Future

11:50-12:00 “Commendations and Recommendations”

12:00-12:40 Sharing of NEASC OATS Assessment Plans
This Year’s Focus: More Buy-in and Only One Assessment tied to Grades
(Focus: One example distributed, one special thing done well, one area to improve)
Physical Therapy - Craig
Educational Leadership – Shauna or Michelle
Education Psychology - Jean
Curriculum & Instruction- David
Kinesology – Laura

12:40-1:00 Committee Self-Assessment
1:00-1:20 Checkbox
1:20-1:30 Wrap-up and Plans for 2009-2010 and beyond (People Soft vs. Husky CT)
The Neag Assessment Committee Minutes for May 5, 2009

The first topic on the agenda was to provide a brief update on the priorities for the NAC since the last meeting of the Neag Assessment Committee, which was held on October 29, 2008. This included the following:

Copies of the Neag Assessment Plan were distributed to the members of the committee and to departments that requested copies. The PowerPoint to facilitate committee members’ presentations on the Assessment Plan was also distributed.

The Climate Survey Report was completed and results relayed to Tom DeFranco. He noted at a faculty meeting that he wants to convene two or three committees to work on some of the climate survey findings.

The Employer Survey Report, incorporating revisions tied to NAC recommendations, were widely distributed to all those programs for which alumni employers were surveyed. The programs included: Teacher Education, School Psychology, UCAPP, Physical Therapy, Executive Leadership, and School Counseling.

The School Psychology, Athletic Training, and Physical Training programs have requested an alumni and employer survey because these programs are all going through accreditation.

The second agenda dealt with the School Profile Report’s commendations and recommendations. A lot of discussion ensued regarding this last section. The suggestions made will be incorporated and subsequently presented to Tom.

Each of the department representatives provided updates on the OATS assessment plans. The need for them to be completed by June was noted.

Mary reviewed the self-assessments done annually. This year, it will be put into Checkbox for individuals to complete in the fall. Discussion ensued relative to asking all faculty members to complete the assessment. The recommendation was made that through Mary, the committee will ask Tom if it could be announced during a faculty meeting or whether additional avenues used to ask all faculty members to complete the self-assessment not simply the NAC committee.

The committee was then given an overview of Checkbox. Checkbox is a web-based application that allows for forms and surveys to be developed. Once respondents have completed a form or survey using Checkbox, basic reports with frequency distributions and/or graphics can be provided. The license for Checkbox was purchased in November, and Mary and a graduate student, learned how to use the program. Then, for the next two months, 4 other graduate learned the program as well.
Checkbox was used by the School Psychology program, which used it for the purposes of accreditation. The four surveys were taken by alumni, employers, supervisors (to evaluate the performance of practicum students), and students (for performance self-reports).

Results from the use of Checkbox for surveys were positive. Its use will be expanded and results will be reported back to the committee.

It was noted that the committee accomplished a lot this year. Most noteworthy were the completion and dissemination of the Neag Assessment Plan and the School Climate Survey.

Because there is such a plethora of issues around assessment, next year we will focus on coming up with a plan to address them. Two or three meetings will be held each year to address these issues. Examples of topics to be addressed include the E-portfolio system (Taskstream and HuskyCT). More information on these topics and more will be distributed at the fall meeting.

The meeting ended at 1:30.