HLC LENS Meeting Minutes

Simmons Conference Room

Wednesday, May 9, 2012

3:00 p.m.

Members present: Steve Bishop, Vivian Elder, Gavin O’Connor, Kathy Perkins, Lance Renner, Barrie Talbot, Marcia Wheeler

Members absent: Katherine Craft, John Clayton, Shirley Lawler

Kathy Perkins handed out an updated timeline, which included the criteria for the second year of the project, to plan and manage the Student Learning Project. The red items will need to be addressed by the end of this academic year.

LENS Publication Project

Vivian Elder reported the LENS publication date will be pushed back to September, 2012.

Design Website

Kathy Perkins reported there is now an Assessment of Student Learning link on the Website. A discussion was held about the location of the site. It was suggested the link be moved under Academic Affairs. As it stands now, it is located under Administration. Kathy suggested looking at websites of other community colleges and see where they have placed assessment. Vivian noted there is still interest amongst faculty to utilize BlackBoard for internal assessment interaction.

Develop processes for faculty recognition

Lance Renner proposed a logo for faculty recognition with an A+ Student Learning Award to the committee. A discussion took place about the process of earning an A+ Student Learning Award.

Vivian explained the internal mini-grant process MSSU has in place for assessment. MSSU’s process includes submitting an application for the mini-grant, it is reviewed by a committee, and if accepted, they receive $1,000 to use in their department for assessment purposes. A discussion was held about the institutional grant money, and that it can be set aside in the Assessment budget. The amount discussed was $5,000 and the amount awarded would vary.

Marcia Wheeler handed out copies of a sample grant application from Johnson County Community College. The committee will need an application to be prepared. Vivian will take a closer look at MSSU’s and Barrie will talk to a former MSSU faculty member for input.

To summarize the tentative LENS Mini-Grant plan:

1. The application will be handed out during the division meetings held in August, 2012
2. Faulty/department will submit an application by September 28, 2012
3. The winner will be announced on October 8, 2012 (Staff Development Day)
4. The winner would give an update in February, 2013
5. All money would need to be spent by the end of the semester, May, 2013.

In addition to the mini-grant Lance mentioned having an assessment trophy that would travel from division to division as recognition. Lance also recommended contacting the Public Relations office and have them highlight the first day back in the fall. Kathy will follow up with Joel Doepker.

Vivian handed out a list of professional development ideas she has been working on with Jennifer Dunkel. It will be discussed at the next meeting.

Kathy Perkins will update the timeline with changes from this meeting.

The meeting adjourned at 4:00 p.m.