

Meeting Location: Webex

Chairperson: Brett Stone

Secretary: Amanda Gardner

Members:

Brett Stone (EH), Shirley Bonner (AA-OZ), Joseph Swain (AH), Michael Bradley (BED), W. Scott Tomlin (AA),  
Amanda Gardner (ex officio), Dana Tribble (RGS), Aubrey Holt (SA), Jessica Young (STEM)

- I. Call to Order – 1:00 pm by Brett
- II. Roll Call
  - a) Present (Aubrey, Brett, Dana, Jessica, Scott, Amanda)
  - b) Absent (Shirley, Joseph, Michael)
- III. Approval of Minutes
  - a) Previous Meeting Date: 10/4/24
  - b) No objections to the minutes as written; all approved.
- IV. Old Business
  - a) Updated assessment webpage – curriculum maps – [College of Education and Health](#)
    - Dr. Stone to follow up with DHs for more curriculum maps to be sent
  - b) Student Learning Assessment Committee Scope and Charge: [Student Learning Assessment Duties \(atu.edu\)](#)
    - Discussion and recommendations for changes to the specific duties
      1. Dr. Stone shared ideas for assessing HIPs in classrooms. A QR code to collect assessment from students as soon as students participate in an activity.
        - a. Discussion of what survey engine we could use. MS OneDrive has surveys and would attach to student's tech account. Google Forms is good too, but would attach to the student's personal email. QuestionPro is also an option.
        - b. Discussion of how many surveys would we need. Different type of HIPs may need separate surveys based on length (internship, LLCs, etc.)
        - c. Could we "be a hub" for all things HIP reporting?
      - Other suggestions were made to the existing duties
      - Brett would like to finalize the updates by next week.
    - c) Collaboration with General Education Committee
      - No new information this month
    - d) Trainings on Assessment
      - Looking for trainings for the committee
  - V. New Business
    - a) No new business
  - VI. Adjournment – 1:58 pm