**ASSESSMENT AND RESEARCH STEERING COMMITTEE MEETING**

**Division of Student Affairs, Colorado State University**

**Friday, September 14, 2012**

**VPSA Conference Room, 201 Administration**

**10:00 to 11:00 a.m.**

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**Attending:**  Rose Kreston, Kacee Collard Jarnot, Andrea Reeve, Barb Richardson, Mike Brake, Dave McKelfresh, Kim Bender, Kim Okamoto, Jeannie Ortega, Loretta Capra.

**Agenda:**

**Program Review – Loretta:**

* Loretta reviewed the updated Program Review Schedule (see attached).
* A meeting with Blanche and Jeremy needs to be scheduled for Career Center.
* Kathy Harward has met with Blanche; needs to do SLS presentation to Directors.
* LSC General is complete and needs review team ... JoAnn Cornell is leading the review team.
* A group is looking at potentially changing the Program Review layout. Loretta, Dave and Kim will meet and present their ideas at our next meeting. Looking at a potential start date of January 2013 with the new outline.
* With transition of staff in ALVS, their timeline may need to be pushed back. Dave will check with Jody on this.

**CAS Update – Andrea:**

* The 8th Edition of CAS Standards is available ... 43 functional areas included. The format has changed with 12 sections, rather than 14. Cost is $85.00. If you'd like to borrow Andrea's copy, just let her know. There is also a copy available at the Library. Andrea also has a copy of the CD if you would like copies of the self-assessment guides.
* The committee will meet in November regarding Graduate Programs.

**Higher Learning Commission/Accreditation Update – Kim:**

* Moved up site visit date to November 2013.
* In the process of writing the reports now, will review this spring, a draft will be submitted to our liaison for recommendations, and anticipate going on-line for campus community fall 2013.

**PRISM Functionality Demo – Kim :**

* [www.prism.colostate.edu](http://www.prism.colostate.edu)
* Button options have increased for formatting purposes; same options are also available in Program Review.
* Powerful and creative additions ... easy to add links.
* Use 'source' to highlight and eliminate all old codes to assist in easier formatting and to clean a text box.

**PRISM Review and Comment:**

* Thanks to Kim for making these improvements to both PRISM and the Program Review template.
* The enhancements are very beneficial to staff.

**Assessment Training Session for Fall 2012:**

* Introduction to Assessment, September 26, 3-4 p.m.
* Developing Student Learning Outcomes, October 24, 3-4 p.m.

**Assessment and Research Dialogues for Fall 2011:**

* Beyond the Stereotype of Black Homophobia, Kyle Oldham, October 18, 12-1 p.m. (TILT 104)
* CSU Work Place Climate Assessment Process and Results, Mary Ontiveros, November 8, 12-1 p.m. (TILT 104)

**Staff Assessment Training:**

* Free webinar training thru Student Voice/Campus Labs
* They offer so many sessions at so many different times, it really is not necessary for us to create additional training opportunities for our staff.
* The Higher Learning Commission has signed up with Campus Labs as the service they utilize for their accreditation process.

**Next Steering Committee Meeting:**

Friday, October 12, 2012

10-11:00 a.m.

201 Administration, VPSA Conference Room