

New Mexico Assessment Task Force Meeting Minutes  
February 2, 2007  
UNM Provost's Conference Room, Scholes Hall

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**Attendance:** Carmen Santana-Melgoza, Marsha Lichtenstein, Scott Zeman, Susan Wood, Chris Burnham, Wesley Thomas, Pat Seitz, Anita RoastingEar, Anne Campbell, Karen Luper, Andi Penner, Erin O'Neill, Harry Sheski.

Carmen opened the meeting at 1:00 p.m. with introductions and focused our discussion on finalizing the NMHEAR presentation. (The January meetings did not happen due to inclement weather, so we had been unable to do much planning.)

The Task Force panel presentation, "Finding Our Focus: Assessing HED General Education Competencies" is from 9:00 to 10:45 a.m., Friday, Feb. 23 in Alvarado D.

**Abstract:** In this session, the NM Assessment Taskforce provides a framework for assessing state-wide General Education Competencies. Dr. DeLeon will offer a brief history of the state's General Education Competencies, drafted last year by faculty from two- and four-year institutions across the state. Dr. Santana-Melgoza, Chair of the NM Assessment Taskforce, will present a brief overview of the work done by this taskforce and a framework for General Education Assessment. Through panel discussion and poster sessions, learn how institutions around the state have developed assessment plans which fit into this framework while satisfying institutional assessment goals. This is your opportunity to provide feedback and suggest ways in which the NM Assessment Taskforce might help your schools with General Education Assessment.

**Institutions/presenters:** NMSU, Chris Burnham; San Juan College, Andi Penner; Santa Fe CC, Karen Luper; NMJC, Teresa Crafton; with Carmen Santana-Melgoza and Jozi de Leon.

**Posters:** DACC, Susan Wood; CNM, Pat Seitz; Clovis CC, Robin Jones; WNMU, Beth Walker; Dine College, Anne Campbell; and SFCC, Bruno Bornet.

Susan will make sure we have easels, tables, a flipchart and markers. A laptop/projector is also available.

Because Susan's Dec. 6, 2006 email message contains much of the information that was reported/discussed at this meeting, I include pertinent excerpts in the above box.

Discussion about presentation logistics resulted in the following decisions:

**Time 9:00-10:45**

9:00 Introduction, Jozi and Carmen (20 min.)

9:20 Panel @ 10 min. each (40 min.)

10:00 Q & A discussion with panel members (15 min.)

10:15 Posters & additional conversation (30 min.)

Andi volunteered to write the times on a flip-chart in the room to help us keep on schedule.

During the introduction, Carmen will invite NMHEAR participants to become Task Force members. At 10:15, before we break for the poster session, we need to remind the audience to look for Task Force-sponsored sessions next year. Panel members can then continue conversations with some in the audience while others disperse to view posters. Task Force members should be prepared to function as quasi-consultants during our session.

(We discussed the goal of having an Assessment Task Force discussion site online so that the conversations begun at NMHEAR can continue throughout the year. We did not make any decisions about this—should it be on the HED Web site? Or will it be housed on a college Web site? Need to put this on a future agenda.)

To make sure we will not duplicate or leave out information, panelists and poster-makers presented their ideas to the Task Force:

**Chris** will discuss a model for outcomes assessment for a large writing program; the NMSU model is tailored to common core competencies and is performance-based (using student papers). He will explain the rubric, norming process, reader-training, and results; he will also explain how the documents are collected, selected, housed, etc. Chris will share the common statement found on syllabi indicating that the course is subject to periodic review for which student papers may be used.

**Andi** will present the artifact model that has been adopted by San Juan College for Common Student Learning Outcomes (CSLOs) assessment. She will discuss the differences and connections between CSLO and Gen. Ed. assessment (picture a Venn diagram of overlapping circles), and how AQIP drives the assessment process.

**Karen's** focus is on program review and outcomes assessment, and Santa Fe's current grappling with how to "marry" Gen. Ed. with other institutional goals. Karen will discuss their process and questions about the relationship between Gen. Ed. competencies and other institutional values, such as "civic engagement." Santa Fe CC is trying to find the relationships between the competencies and elegant ways of assessing them.

**Theresa**, we think, will introduce Tracdat, the software that Hobbs has begun to use to help with their Assessment data collection and analysis. [She was not at the meeting to clarify this for us.]

**Pat** said the CNM poster will explain how the state competencies are aligned with **results**.

**Susan's** DACC poster will present the philosophy of Gen Ed and program assessment to assess both Gen Ed and Career/Technical competencies.

**Ann** will display the outcomes template and results from their writing and critical thinking assessment on the Dine College (Shiprock) poster.

Other discussion focused on:

- Packet of materials—we want to provide something for those who attend our session. We envision an “Assessment Starter Kit” of sorts. Materials should be sent to Carmen who will compile the folders. Be sure to include your name, institution, and contact information (phone, email) on any documents you send to Carmen. Our goal is to facilitate communication between institutions about practical assessment matters.
- Photos: Susan and Carmen will arrange to document our session
- Assessment form: Andi will create a post-session form to give us feedback for the Task Force. The group suggested the following questions: 1) What helpful ideas did you pick up from this session? 2) What are your concerns with Assessment related to the HED core competencies? 3) What assessment issues would you like the Task Force to devote attention to? 4) Are you interested in becoming a Task Force member? (If so, name/contact info., etc.)

Task Force members are encouraged to talk to many NMHEAR participants to collect ideas for our position statement. We need to draft this statement at our March meeting. It was suggested that we need to include the idea of looking at what we (higher education institutions in NM) are doing well with regard to assessment, rather than just at how we may be falling short. It was also suggested that we adopt the AQIP idea of “commitment above compliance,” recognizing, however, that not all who judge our efforts feel that way. We are first accountable to our students; we would like to encourage other entities to be flexible.

Each school at the table shared recent experiences with assessment—but the note-taker listened with interest and neglected to write it all down! For example, Santa Fe has an exit survey that goes to each student with the petition to graduate that asks in what way and to what degree the student gained the stated outcomes. CNM is working on “meta-assessment,” and they have a session at NMHEAR the same time as the task force panel.

The meeting was adjourned at 3:00 pm with an announcement of our next meeting, March 9, 2007, 1:00-3:00 pm at the NMSU Albuquerque Center.

Notes submitted by Andi Penner.