Student Academic Assessment Team Minutes
February 24, 2025
Time/Location: Founders Room

Chair: Mike McNally

Roll Call:

	Names			Names
x	Mindy Ashby		x	Dr. Dane Muckler
	Sabrina Black		x	Christy Parks
	Anna Davenport			Kayde Pender
	April Dollins		x	Dr. Kristin Shelby
x	Jessica Edwards (Minutes)		x	Dr. April Teske
x	Mike McNally		x	Dr. Ryan Thornsberry

x indicates attendance, leaving blank indicates absent

Agenda Items:

I. **Call to Order:**
   The meeting was called to order at 2:06 p.m.

II. **Approve Minutes of December 23, 2024**
   Motion to approve the previous minutes first, Christy Parks, second, Dane Muckler

III. **Additions to the Agenda**
   None

IV. **Items for Discussion**

   ● **HLC Update**

a. Dr. Teske shared that the college met all the criteria from the preliminary report. It shouldn't be much longer to expect the final report.

b. The official document will be released TBD.

- **Assessment – Is it Measurable, Meaningful, or Manageable?**
  a. Mike McNally presented suggestions for best practices for assessment. How can we integrate Moodle? Simplifying student learning outcomes data gathering and reporting.
  b. Dr. Teske stated we need to do the same for Program Learning Outcomes. Determining the best way to utilize Moodle for collecting assessment data will solve this issue.

- **Assess to the Individual Student Level**
  a. Mike will schedule a meeting with Dwayne and Jonathan to understand the Moodle Platform's functionalities. Dr. Teske requested to also participate in that meeting.

- **Weave Contract Ends April 16, 2025**
  a. Mike will work to copy everything we have submitted to WEAVE prior to that date.

- **Transfer from WEAVE to WIDS**
  a. Dr. Muckler presented the status of WIDS and where we are going regarding the transition from WEAVE TO WIDS. He has a WIDS training manual that he created.
  b. Training should take an hour. CCAF would be loaded into WIDS. The data will be collected in Moodle.
  c. Dr. Muckler also resented the ontology he works on in WIDS and shared various assessment entities. Everyone needs a PLO to course map. Internal and external industry standards are included, and everything is all in one piece—CCAFs must-have artifacts, one or more artifacts for every course with over five sections.
  d. The following steps are to resolve the Academic Affairs storage and viewing issue, upload training materials, and allow Dr. Mucker (curriculum) and Mike (assessment) to continue the ontology for WIDS—training on File directory trees and uploading CCAFs.
  e. Moodle should be used to input the data needed for the CCAF and spreadsheet to be uploaded to WIDS.

V. **New Business**
None

Adjournment- The meeting was adjourned at 3:04 first Dane Muckler, second Dr. Shelby