The meeting of the Campus Assessment Network (CAN) was held Friday, February 1, 2013 at 2:00 p.m. in Adams Hall B13.

**Welcome and Introductions**

Members were introduced and thanked for their attendance.

Members present: Evelyn Comber, Brian Lance, Victoria Livingston, Sherrill Morris, Michaela Friedrichova, Tawanda Gipson, Angela Branson, Beth Towell, Steve Wallace, Lara Lyles and Crystal Doyle.

**Discussion Topics:**

**Workshop Series** – Steve Wallace gave an update on what types of information departments request from the Office of Assessment Services. He is looking into what the needs are on campus and is wondering if other departments would want a workshop with similar content offered to them. Steve asked the group if they thought the workshops should be offered to the whole campus or should they only be offered to the departments that requested them. Steve told the group that OAS has a student working on a practicum that will be about “Quantitative vs Qualitative” and was wondering if that would make a good workshop. Beth Towell suggested that OAS get in contact with Faculty Development and see how we can get on their calendar of workshops. Beth also suggested that we make sure we assess ourselves and create learning outcomes for our workshops. She also suggested that we try and figure out what we want people to get out of attending our workshops. Brian Lance suggested that we do different levels of workshops, such as beginner, advanced, etc. Brian also suggested we find out who else on campus is offering workshops similar to ours and see how we can make them different. Angela Branson suggested that we know who our audience is. She said that some people learn better when a workshop is tailored to them rather than it being just general information on the topic. She asked if we would be willing to tailor it to certain departments if they requested that.

**Assessment Blog** – Brian Lance talked about the blog for the Assessment Across NIU. Wordpress is a company that the Office of Admissions uses for their blog and it is free and pretty easy to use. It offers analytics and a social media presence. You can link articles to the blog, announce workshops that will be offered and talk about the alumni survey that is coming up. Many people will be able to write an article for the blog and it can be posted. Brian said that by setting up a blog it can be a more up to date way of getting information out and communicating our message. Brian offered to get it set up and get it going and to also have his interns work on it. He just asked that the Office of Assessment give him some content for the blog, articles and some topics. Brian told the group that other departments have a lack of awareness of what goes on in other departments and other sides of the house here on campus. He believes a lot of people on campus would be interested to learn what other departments do and what services they offer.
Feedback on Assessment Process Graphic for HLC Self Study - Sherrill Morris passed out a handout with different graphics on it showing the NIU academic assessment process (assessment plan, annual updates, status report, program review). She asked the group to look them over and give her feedback on which one shows the academic assessment process the best. Brian Lance said he would have Victoria Livingston email Sherrill the graphic they use since it was newly created. Beth Towell commented that the graphic should just simply say what each area needs. Sherrill asked the group if it would be helpful to say what gets turned into who. Brian suggested that there be another graphic or list saying what gets turned into who.

Options for CAN Book Discussion – Sherrill Morris passed out a list of books that could possibly be of interest for a CAN book discussion. After hearing what the group had to say it was decided that Sherrill would get a copy of the Towards Fairer University Assessment book.

Helping Units Effectively Report Results – Sherrill Morris asked the group how we can help units report data that they can later use. Beth Towell made the comment that a lot of departments don’t know why they have to collect data and what the point of collecting it is. She said educating the departments on that would be a good first step. Michaela Friedrichova said that communication is key and there needs to be more of it on campus when it comes to assessment and why we need to collect and report out data. Brian Lance suggested we create baselines. One to assess where you are, where you want to be and how you can reach your goal. Sherrill thought some good questions to ask would be “does the data I have answer the question” and “why am I doing this”. Michaela asked how we measure engagement. There doesn’t seem to be a true definition for engagement. Steve Wallace thought that might be a good starting point.

Meeting was adjourned at 3:30 p.m.