**ASSESSMENT COMMITTEE**

**Meeting Minutes**

**October 6, 2015 – 4:00 PM**

**LHH 302**

Present:

Katie Dreiling, Ann Gillies, Carmine Greico, Jeanine Howe, Suzanne Lay, Gary Looft, Carrie McVean-Waring, Alison Morris, Jason Reddoch, Shawn Robinson, Bette Schans, David Weinberg, Judy Williams, Steve Werman,

Not able to attend: Sean Flanigan, Gillian McKnight-Tutein, Kelly O’Connell,

**Discussion/Topics: Agenda for meeting**

1. **Welcome new ex-officio member:**

Laureen Cantwell (Library).

1. **Approve minutes from September 1st meeting.**
Meeting minutes were reviewed. Carrie McVean Waring motioned the minutes be accepted. Jeanine Howe seconded. Motion passed.

1. **Update from Library on assessment activities.**
Laureen Cantwell noted the library staff have revamped the presentation to the FYI students and shared several activities that are used with those students. The staff generated tools to search catalogues and databases in a non-punitive manner with “muscle memory” as the goal. In the SUPP 101 courses, there are activities as a means of assessment. Students experimented with searching by keyword, by phrase and other useful options, like title, again with a variety of activities to enhance their learning in the session. Laureen confirmed the library has a 24 hour chat service and they are trying to get a sense of how successful students are who use library services versus undocumented or students who did not utilize library services.
2. **Assessment/EPortfolio update.**
Suzanne shared information about the software presentations that were held in late September. The “Digication” software will be available for practice sessions and Suzanne would like to schedule 2 Tuesdays so she can show the committee members what this particular software is capable of doing. This would be at the regularly scheduled time of 4 PM. Dates to be determined.
3. **Program Review Progress reports.**The normal schedule of reviewing progress reports of program reviews will return. This involves only the Assessment section of a program’s progress report, which are into their 3 year cycle. This review will begin middle to late spring of 2016. The department will answer specific questions and the update should include the plan so the committee can see what was addressed.
4. **Grades versus Assessment.**

Bette and Suzanne presented a power point presentation from a conference they had attended last spring. The presentation was entitled “Explaining how Learning Outcomes Assessment Improve Student Learning”. There were 3 activities presented and the committee broke into small groups to provide comments for each activity and then discussed their answers with the larger group.Discussion followed for each of the 3 activities.

**Next meeting:**

November 3, 2015

LHH 302, 4 PM