**ASSESSMENT COMMITTEE**

**Meeting Minutes**

**April 5, 2016 – 4:00 PM**

**LHH 302**

Present:

Laureen Cantwell, Katie Dreiling, Ann Gillies, Suzanne Lay, Gary Looft, Carrie McVean-Waring, Alison Harris, Gillian McKnight-Tutein, Kelly O’Connell, Jason Reddoch, Shawn Robinson, David Weinberg, Judy Williams,

Not able to attend: Sean Flanigan, Carmine Greico, Kurt Haas, Jeanine Howe, Bette Schans, Steve Werman

**Discussion/Topics: Agenda for meeting**

1. Approve minutes from March 1st, 2016 meeting.

Meeting minutes were reviewed. David Weinberg moved to approve the meeting minutes. Judy Williams seconded. All in favor. Motion passed.

1. Essential Learning Assessment Pilots.  
    A. Oral Communication on 3/31/16 went well.  
    B. Pilot analytical outcome in late April. A small group is needed for this pilot.  
    C. Quant outcome has been pushed to fall 2016. Still struggling with this outcome.  
    D. Review of report from December/January review. There is not much variance from fall to spring in the report. It was noted that in the fall, no two individuals had the same papers, but in the spring, at least two people had the same group of papers so it was easier to discuss and meet to go over criteria before starting. This is a good practice and to be continued. The committee will continue to look at the results closely to determine the results are showing. Some questions asked from the results are if the information is valuable assessment. Ideally as the reviews move up to the 300-400 level courses one should be able to see a spectrum of range of development from the 100-200 level courses.
2. April 8th Rubric Session in Houston from 11-noon.

There is still room so please come if your schedule allows.

1. Sign up for SLO feedback sessions (all held in Library 3rd floor conference room).

Suzanne will be attending the April 7th Faculty Senate meeting to explain the SLO process and how the SLO’s have evolved. Suzanne passed around a sign-up sheet for Assessment Committee members to sign up to help with conversation at these scheduled open sessions for faculty for discussion of the SLO’s. There will be conversation on the proposed wording and if there is enough strong feedback, they may be reassessed. Otherwise, this will be more or less the end of working on SLO’s.

A. Monday, 4/18/16, at 4:00 pm.  
 B. Tuesday, 4/19/16, at noon.  
 C. Thursday, 4/21/16, at 8:00 am.  
 D. New SLO’s are below.  
Information Literacy:

Associate: Identify, utilize and cite various sources of information in academic assignments, projects or performances.  
 Baccalaureate: Find relevant sources of information, evaluate information critically, and apply the information appropriately and effectively to specific purposes.

Ethical Reasoning:

Associate: Identify ethical situations and recognize their social, professional, or legal implications.

Baccalaureate: Analyze ethical situations in terms of their social, professional, or legal consequences; and evaluate possible solutions to ethical dilemmas.

Moving forward if approved by Faculty Senate and Academic Affairs there will be an additional 2 SLO’s added for a total of 6. In the fall, programs will have to figure out how to incorporate the additional these 2.

1. Graduate program reports that we have received are on the R drive. Small groups should be reviewing those to provide feedback by the May 3rd meeting. Keep in mind when writing your feedback who may see what you have written. This feedback may be posted to a web page as a Faculty Senate sub-committee report. Some of these reports may have only a few years of data due to the hold placed while the Assessment Committee reviewed assessment rubrics.
2. Program Review feedback –small groups should look at these and prepare a couple of paragraphs of feedback. Bette sent out a new schedule that should make it easier to understand.   
    A. Environmental Science (Team 4)  
    B. Mass Communication (Team 2)

C. Business Administration (Team 1)  
 D. Culinary Arts (just added to the R drive – Team 1)  
 E. Follow up on Associate and Technical Certificates feedback to departments.

1. Third year progress reports – Have two from Kinesiology (on R drive). Small group review and provide feedback. Others from Cycle 1 will be turned in next fall. The 3rd year report is based on 5 questions Bette sent out to Department heads. These 5 questions will be posted to the Assessment web page.
2. New business. If your term on the Assessment Committee is ending, please visit with your Department Head and colleagues to decide if you are continuing or if seeking a replacement from your department.

**Next meeting:**

May 3, 2016

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