**CMU Assessment Committee**

*Meeting Minutes* from 1 p.m. - Dec. 1, 2022 - DH 312 Board Room

* Discussed TASKS Shown in Red

*Present:*

Greg Baker

Ana Berrizbeitia

Beth Branscum (via Zoom)

Morgan Bridge

Jill Van Brussel (via Zoom)

Adrian Herrera Escobar

Chris Penick

Lisa Friel-Redifer

Margret Riley

Jeremy Tost

Kristin Santos (via Zoom)

Tom Walla (via Zoom)

Rhema Zlaten (via Zoom)

*Not Present:*

Suzie Garner

Geof Gurka

Richard Scott

Elizabeth Sharp

1. Rollcall and review/approve minutes from the 11/03/22 meeting

* **Approved**

1. Subcommittee on Assessment Software (Van Brussell, Walla, Bridge) – quick status update

Dr Bridge reporting from meeting with D2L IT folks:

* a 50-minute demo from D2L, covering some details for assessment in D2L
* **Video Available (can be shared from Dr Bridge)**
* Encouraged—D2L seems relatively easy to set up as get statistics.
* The English Dept has been putting assessment materials in a D2L shell as a repository.
* It would be great to use D2L—already universal at CMU and not “new” software to have people learn.
* In D2L, data can be pulled by rubric. Thus, if different sections agreed on the same rubric statistics could be pulled for all sections through the rubric.
* Committee agreed that further pursuit of this avenue—using D2L for assessment—is worth effort.
* Potential Departments who may work up a pilot student—geology, biology, etc.—pursuing some assessment on D2L. **Report progress in January?**
* Information on assessment through T2T (should be available to all faculty after self-enrolling—do so through T2T web site on CMU website)

1. Subcommittee on Assessment Circle Graphic (Penick, Baker, Riley)

* Graphic work in progress. **Should have a draft graphic in February Mtg.**

1. Point person for each Essential Learning course (Bridge)

* Identify point people for each EL course within/across Departments/Programs
* **Committee should work to build up the list and send to Dr. Bridge**

1. Review the HLC Criterion 4 Draft (Tost)

* Criterion 4
  + 4.B.1-1: Process policy
  + 4.B.1-2: Evidence
* Dr Tost presenting to check that work done by the CMU Assessment Committee is fairly represented in the current draft document
* Suggestions:
  + Add some discussion of including “Systematizing process across campus via software (D2L?)”
  + How to determine “productive employee and citizens”?

1. Training – 3-year Assessment

* Committee work through “Political Science, 3-year assessment”
  + Sample of “Good Evaluations” available?
  + Questions about

1. New/Other Business?
   * Postponed until next meeting.
   1. Looking forward:  February meeting – schedule

**Adjourned 2:00pm**