**ASSESSMENT COMMITTEE**

**Meeting Minutes**

**December 1, 2015 – 4:00 PM**

**LHH 302**

Present:

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

Not able to attend: Carmine Greico, Sean Flanigan,

**Discussion/Topics: Agenda for meeting**

1. **Approve minutes from November 3rd meeting.**

Meeting minutes were reviewed. Jeanine Howe moved to approve the meeting minutes with corrections. Gary Looft seconded. All in favor. Motion passed.

1. **Reminder of deadline for Associate/Technical and Graduate reports on the R drive – due at the February 2nd meeting.**  
   A good number of reports are in the ‘R” drive, Assessment Committee 2015-2016. Everyone should have access. Please look for your team number and files for that team will be there. A copy of the rubric was distributed and committee members are to look at #’s 3, 4 and 5. Please provide manageable and meaningful constructive feedback for improvement. Please have your sub-committee comments ready for discussion at the February meeting.

**Reports for sub-committees and discussion of SLO’s for Ethical Reasoning and Information Literacy.**Information Literacy:   
*Associates: Students will be able to identify, utilize and cite various sources of information in academic assignments, projects or performances.*  
  
*Bachelors: The CMU baccalaureate degree graduate will be able to determine and access useful sources of information, evaluate information critically, and apply the information appropriately and effectively to specific purposes.*  
  
Suggestions from the Library Director for possible changes to SLO’s for Information Literacy.

For associates – no changes  
For baccalaureate - Use find vs access, find aligns with discover. Relevant vs useful, relevant leads to appropriately.

Group discussion followed.

The decision was to change the baccalaureate to “The CMU baccalaureate degree graduate will be able to determine and find relevant sources of information, evaluate information critically, and apply the information appropriately andeffectively to specific purposes.”

Gillian moved to accept with changes. Jeanine seconded, all in favor, motion passed.

Ethical Reasoning:  
*Associates: Identify ethical situations and (analyze) factors pertaining to their social, professional, or legal implications*.  
  
*Bachelor: Evaluate ethical situations in terms of their social, professional, and legal consequences; and use this evaluation to solve ethical dilemmas.*

Discussion followed. It was suggested to use analyze in place of evaluate in the Bachelor’s SLO. Carrie and Alison motioned to accept ER SLO’s with changes, Shawn seconded, all in favor, motion passed.

The SLO’s as decided by the Assessment Committee will be submitted and see what comments come back.

1. **Other Business.**

No new business.

**Next meeting:**

February 2nd, 2016

LHH 302, 4 PM