**ASSESSMENT COMMITTEE**

**Meeting Minutes**

**April 4, 2017**

**Escalante 101**

Present: Laureen Cantwell, Katie Dreiling, Jason Reddoch, Suzanne Lay, Shawn Robinson, Bette Schans, David Weinberg, Kurt Haas, Jun Watabe, Carrie McVean-Waring (for Kelly Craig), Judy Williams, Kelly O’Connell, Carmine Greico

Not present: Ann Gillies, Tim Pinnow, Alison Harris, Jeanine Howe

1. 3/7/17 minutes were reviewed and accepted with no correction.
2. Reviews of 3-year progress reports were discussed. Some programs accepted invitation for assessment consultation.
3. Suzanne Lay and Bette Schans presented a revised assessment plan for WCCC. After a brief discussion, the plan was approved as presented.
4. Suzanne Lay proposed an award to recognize exemplary efforts in assessing student learning outcomes. After extensive discussion the following points were agreed upon:
	1. The award should recognize programs, not individual faculty members.
	2. The award should be called “Program Innovation Spotlight.”
	3. Each year, one AC subgroup will choose one program to spotlight, and the responsibility will rotate through the subgroups. Team 4 was the first designated subgroup, and they nominated History for the Spring 2017 spotlight.
	4. Nominee for Fall 2017 is due in May 2017.
	5. A faculty member from the awarded program should be interviewed about how SLOs are/were incorporated into classes, and this should be promoted through some CMU media.
5. Bette Schans solicited comments on current assessment handbook.
6. Bette Schans solicited comments on the HLC Criterion 4 report.
7. Discussion of replacing the ETS profile with some other capstone level, university-wide essential learning assessment was continued from a previous meeting. A summary of the discussion follows.
	1. Judy Williams asked if program assessment would be sufficient, and Bette Schans replied that it might be if every program writes a report of their assessment, including rubric(s).
	2. The AC generally agreed that the preferred option would be to send existing capstone assessment data annually to the director of assessment and student learning rather than to create a new, university-wide assessment tool.
	3. Jason Reddoch asserted that this effort was not as important as other AC business, and we should not adopt something burdensome that might detract from our focus on more impactful AC business.
	4. David Weinberg suggested a subcommittee, but this was deemed unnecessary at this time.
8. The next Assessment Committee meeting will be May 2, 2017, in UC 221.
9. The meeting was adjourned at 5:00 p.m.

Submitted: Shawn Robinson, Assessment Committee Vice-Chair