

**ASSESSMENT COMMITTEE**  
**Meeting Minutes: September 5, 2017**  
**UC #222**

Present: Tyler Anderson, Laureen Cantwell, Kelly Craig, Katie Dreiling, Ann Gillies, Carmine Grieco, Olga Grisak, Kurt Haas, Alison Harris, Jeanine Howe, Suzanne Lay, Dan McClintock, Kelly O'Connell, Tim Pinnow, Bette Schans, Jun Watabe, David Weinberg

Not Present: Sarah Lanci

- 1) Welcomed new members: Dan, Olga, and Tyler
- 2) May 2, 2017 electronic meeting minutes reviewed and approved – no corrections
- 3) Nominated/voted on Chair (Suzanne Lay) and Vice-Chair (Katie Dreiling) positions for 2017-2018
- 4) Dr. Pemberton visit: she commended our efforts and accomplishments on Assessment, noting a growing culture on campus to engage in a reflective process of moving forward in improving teaching and curricula
- 5) Update on upcoming HLC Assurance Review
  - a. Site visit to take place November 6
  - b. It is recommended that committee members keep that date open in their calendars
- 6) Program 3 Year Summaries: due to Assessment Committee December 1 – designated teams will review in spring, 2018
- 7) Program Reviews: Assessment portion of the review is due to Assessment Committee by December 1 – designated teams will review in spring, 2018
- 8) New programs need to have their assessment plans to the Assessment Committee by October 1
- 9) Essential Learning Assessment
  - a. Will assess *written communication* and *critical thinking* SLOs this fall (and will be asking for artifacts from the “Milestone” classes for the first time)
  - b. Bette Schans suggested that we spread the word in soliciting additional volunteers to help with assessing artifacts
  - c. Subcommittee for *quantitative literacy* is still working on how to assess that SLO
  - d. Committee members were asked to review the *ethical reasoning* and *information literacy* SLOs prior to the October meeting in preparation for developing a proposal for implementing them
  - e. Committee members were encouraged to talk with their department heads about incorporating *ethical reasoning* and *information literacy* at program level assessment
- 10) Decided team leaders for 2017-2018 reviews: team 1 = Alison, team 2 = Carmine, team 3 = Katie, team 4 = Jun
- 11) Program Assessment Spotlight Award: committee members were asked to think about programs to nominate for the fall semester prior to the October meeting
- 12) Next meeting: October 3, 2017, UC #222, 4:00pm

Submitted: September 8, 2017 by Katie Dreiling (Assessment Committee Vice-Chair)