

Assessment Committee
Meeting Minutes: November 15, 2019 – 4:00 PM, LHH #302

In attendance: Laureen Cantwell, Tyler Anderson, Chris Penick, Dan McClintock, David Weinberg, Eliot Jennings, Jun Watabe, Morgan Bridge, Meghan Bissonnette, Christi Sanders, Nick Bardo, Denita Weeks, Jill Van Brussel, Gannon White, Olga Grisak

Not present: Ana Berrizbeitia

I. Call to order

David Weinberg opened the meeting and welcomed Jill Van Brussel who will be representing the Department of Theatre Arts. The committee members introduced themselves.

II. Approval of Assessment Committee Meeting Minutes from October 25, 2019

Minor corrections were noted. (Grisak/Van Brussel) motion carried.

III. Old business

1. Program Reviews and 3-Year Assessment Reports.

- a. To inform the new members on the committee, David explained the process of evaluation for the program reviews and assessment reports. He specified what needs to be included in the evaluation form to provide a feedback to the programs.
- b. BA in Political Science program was moved to Team 3.
- c. Morgan Bridge is going to update the program review cycle and assessment reports document.
- d. The teams elected their team leaders:
 - Team 1: Chris Penick
 - Team 2: Jun Watabe
 - Team 3: Tyler Anderson
 - Team 4: Dan McClintock
- e. The schedule for the committee reports was discussed. The program review reports should be completed by February 2020. The teams were encouraged to meet before the end of the semester. Morgan noted that some reports have not been received yet.

IV. New business

1. Morgan conducted an activity on “closing the loop on assessment”. The committee members reviewed examples of assessment highlights from the programs’ reviews. The members discussed what makes the assessment analysis effective and meaningful for the purpose of improving student learning.

V. Adjournment

Meeting adjourned at 4:52 PM.

Submitted: December 3, 2019 by Olga Grisak (Assessment Committee Secretary).