

Assessment Committee
Meeting Minutes: March 1, 2019 – 3:30 PM, LHH #302

In attendance: Tyler Anderson, Laureen Cantwell, Chris Penick, Nikki Williams, Dan McClintock, Morgan Bridge, David Weinberg, Eliot Jennings, Markus Reitenbach, Jun Watabe, Denita Weeks, Olga Grisak

Not present: Suzanne Owens, Alison Harris, Nancy Alex, Ben Reigel

I. Call to order

David Weinberg opened the meeting.

II. Approval of Assessment Committee Meeting Minutes from February 1, 2019

(Williams/McClintock) motion carried.

III. Old business

1. New assessment templates

- a. The committee members reviewed two new templates, the three and six-year summary assessment report and the assessment feedback report.
- b. After much discussion on both documents, the committee members made a motion to postpone approval of the new templates until the next meeting. (Weinberg/Anderson) motion carried.
- c. The committee members were encouraged to email David their suggestions on how to change the wording of the templates.
- d. The committee discussed that when the templates are approved, the Assessment Handbook and the Assessment webpage need to be amended to reflect the changes. Morgan is planning to update those resources and share them with the departments.

2. Plan for 3-year reports and new assessment plans

- a. David reminded that the reviews are due by the mid-April.

3. Assessment coach for the spring

- a. Morgan updated the committee that the assessment coach is going to help the programs with designing SLOs and assessment tools for the SLOs. Faculty are encouraged to bring their assessment data to the training session.
- b. Morgan is going to check the schedule for the day to accommodate two sessions, morning and afternoon.

4. Spotlight on Assessment

- a. Morgan shared with the committee a draft of the paragraph about the Chemistry program for the Spotlight on Assessment webpage. The committee provided feedback.

IV. New business

- a. No new business.

V. Adjournment

Meeting adjourned at 4:28 PM.

Submitted: March 4, 2019 by Olga Grisak (Assessment Committee Secretary).