

**Assessment Committee**  
**Meeting Minutes: May 3, 2019 – 3:30 PM, LHH #302**

**In attendance:** Ben Reigel, Laureen Cantwell, Tyler Anderson, Chris Penick, Dan McClintock, David Weinberg, Eliot Jennings, Markus Reitenbach, Jun Watabe, Morgan Bridge, Nikki Williams, Suzanne Owens, Nick Bardo, Olga Grisak

Not present: Alison Harris, Denita Weeks

**I. Call to order**

David Weinberg opened the meeting and thanked the members who are finishing their terms on the committee.

**II. Approval of Assessment Committee Meeting Minutes from April 5, 2019**

(Reitenbach/McClintock) motion carried.

**III. Old business**

1. Plan for program reviews, 3-year reports and new assessment plans
  - a. Team 3 has one review to finish. All other reviews have been completed and submitted.
2. Implementation of the new assessment templates
  - a. The approved new templates are available to use for the next academic year
3. Spotlight on Assessment
  - a. Morgan shared the Spotlight on Assessment web page for the Chemistry program. The page will be on the web site from May until mid-October. The Peace Officers Academy program will be displayed after that.

**IV. New business**

1. For the next year, the committee is going to have several new representatives. The members who have finished serving on the committee are asked to let Morgan know who will represent their department next year.
2. The Committee Officers re-election is in the fall. David will work on making the roles and responsibilities of the officers available prior to the elections.
3. The brainstorming sessions discussed at the meeting on October 5, 2018 will be scheduled in the fall semester.
4. Essential Learning assessment data for the spring semester has been collected. Morgan asked to notify her if the committee members were interested in volunteering to help with the review.
5. The committee members discussed how the feedback from Essential Learning assessment is delivered to the departments.

**V. Adjournment**

Meeting adjourned at 3:50 PM.

Submitted: May 6, 2019 by Olga Grisak (Assessment Committee Secretary).