

Date: March 13, 2013

Location: EIT 201

Present: Susanne Bentley, Dave Douglas, David Ellefsen, Jonathan Foster, Cathy Fulkerson, Rick Mackey, Laura Pike

Call to Order: 1:00 pm

Discussion of Annual Assessment Report creation

members were unable to find similar report produced by other institutions

TMCC produces reports on discipline/subject basis. These are produced on rolling schedule where each course is assessed ever so often. All faculty who teach a course seem to contribute to the overall assessment of that course.

decided that our report should incorporate the following structure:

1. executive

assessment reports submitted. Must devise rubric for this success. Determine both

Decided that Jonathan Foster will produce the rubric and email to committee members. Each committee member will apply rubric to the set of completed assessment forms distributed earlier in semester. We will compile numbers at next meeting.

Discussion of adjunct assessment

decided that possible adjunct assessment procedure will be discussed at next meeting.

Meeting adjourned at 2:05 pm.