

Assessment Committee  
Minutes  
January 19, 2017

Committee members present: Frank Amankona, Kevin Hodur, Janie Moore, Brandis Senecal, Glen Tenney, Brandy Nielsen, Steven Scilacci, Cathy Fulkerson (ex officio), Tina Nelson (ex officio), Jonathan Foster

Committee members not present: Rita Bagwe, Danny Gonzales, Peggy Druss, John Rice

Meeting called to order 11:00 a.m.

Action: Minutes from previous meeting approved.

The committee discussed the following:

Assessment website Jonathan Foster presented an early version of the new assessment website and asked for comments and suggestions. Committee recommendations included providing links to the IR Assessment Resources page, spreadsheet of previous course assessment data, and revising contact information to link to the committee website. The committee hopes to have the website completed in time for the assessment workshop planned for early April.

Assessment workshop: The committee discussed ideas and scheduling for an assessment workshop. The workshop will be held in early April, and will feature presentations by faculty and administration. There will also be time designated for questions and answers. In the interest of making the workshop accessible to all, the committee will have the session recorded and posted on the assessment website.

Annual review of course and program assessment The committee discussed the process and time frame of the annual review of course assessment forms. This year the committee will also conduct a review of five-year program assessment plans and program assessment forms for the first year of the five-year cycle. The committee approved the existing rubric for the course assessment review and the new rubric for the program assessment review. The review process will begin within the next two weeks and should be completed by mid-February. The committee will prepare a report on assessment. This schedule will allow time for preparation and committee review of the report prior to its submission to the Vice President of Academic and Student Affairs.

Meeting adjourned: 12:00 p.m.