MINUTES
ASSESSMENT COMMITTEE
Thursday, October 15, 2015
Lincoln Room – 2:30 p.m.

Present: Vickie Kelly (Chair), Joel Bluml (for Denise Ottinger), Jane Carpenter, Kayla Carter, Sarah Cook, Emily Grant, Tom Hickman, Karen Kapusta-Pofahl, Elaine Lewis, Amy Memmer, Sean Stacey, Nancy Tate, Roy Wohl, Margaret Wood and CJ Crawford (administrative support). Absent: Melanie Burdick, Bob Handley, Maria Stover, Clayton Tatro and Nancy Tate.

STATUS OF PLANS AND REPORT REVIEW ~ FUTURE TIMELINE AND PROCESS FOR REVIEW
Ratings have been sent out for all reports/plans not requiring a meeting. The plan is to have the ratings for the remaining reports/plans that require a meeting out by the end of October. Vickie will notify interested committee members when meetings are scheduled in case anyone would like to accompany her.

Co-curricular plans will be added this year. A draft of a revised Assessment Plan and Rubric will be ready for committee review by the November meeting.

Still working on the plan to review the reports and updated plans in the future.

CO-CURRICULAR WEBINAR
The webinar in September was well attended and was a very good presentation. Vickie will see if there is a link she can provide to those who weren’t able to view it.

ASSESSMENT EXTRAVAGANZA
The Assessment Extravaganza will be early in February and will focus on University Student Learning Outcomes. Volunteers to prepare posters are:
  - Creative Thinking (Torrance) – Jane
  - Critical Thinking – Melanie Burdick, Kayla Carter, Karen Kapusta-Pofahl
  - ETS – Vickie Kelly and Sarah Cook
  - MSL – Michael Gleason

CJ will send the poster template that Vickie created last year out to people working on the posters.

It was recommended that some type of follow-up event be held a few weeks later.

The planning subcommittee members are Vickie Kelly, Kayla Carter, Nancy Tate and CJ Crawford.

ASSESSMENT GRANTS
Funds were awarded for two out of the four grant submissions. Vickie asked committee members to encourage people to apply for the grants even if they have done so before.

OTHER
There are two more C-Tel Assessment Workshops – Monday, October 19 and October 26 in Garvey 231 from 3:15 p.m. to 4:15 p.m.

The meeting adjourned.

NEXT MEETING: Thursday, November 12 @ 2:30P – Lincoln Room