

MINUTES
ASSESSMENT COMMITTEE

Thursday, February 13, 2014

Lincoln Room – 2:30 p.m.

Present: Donna LaLonde (chair), Melanie Burdick, Melodie Christal, Donna Droge, Tom Hickman, Vickie Kelly, Elaine Lewis, Kathy Menzie, Denise Ottinger, Michael Rettig, Jim Smith, Nancy Tate, Kelley Weber, Betsy West, Margaret Wood, and CJ Crawford (administrative support). Absent: Jane Carpenter, Garrett Fenley, and Gillian Gabelman

The minutes from the December 5, 2013 Assessment Committee meeting were approved as distributed via email.

MENTOR MEETING UPDATES

Margaret met with Kansas Studies people who are looking at submitting a General Education course.

There were no other mentor meeting updates.

BEST PRACTICES POSTER SESSION

The Best Practices Poster Session was held on January 30 from 2:00 p.m. to 3:00 p.m. in the lounge outside the Washburn Room, right before the General Faculty meeting. There was a good turnout for the first one and the feedback was very positive. The posters will be displayed in Mabee Library and on the Assessment web site.

The dates for the remaining sessions are February 19, February 27, March 3, March 11, and March 26. All sessions are from 3:00 p.m. to 4:30 p.m. in Morgan 18. We still need mentors to sign up to help with the sessions.

ASSESSMENT PLAN ASSISTANCE SESSIONS

The first session was on February 10 and went well. People appear to like the new form. All programs are encouraged to use their subfolders within the Assessment folder on the shared drive. A subfolder structure has been set up and templates of the new forms along with PDFs of the rubrics have been placed in each program's folder. As of today, 13 out of 30 liaisons have signed up to attend one of the sessions. CJ will send a reminder to the remaining liaisons and Donna asked the committee mentors to follow up with their liaisons.

We now have an email alias – assessment@washburn.edu which the liaisons will be asked to use when submitting their documents. Right now, the alias consists of Donna LaLonde and CJ.

OTHER

Nancy announced that the K-State assessment program is bringing in a person from AAC&U on March 14 to talk about the value rubrics. Anyone who is interested in attending should contact Nancy Tate or Donna LaLonde.

The meeting adjourned.

FUTURE COMMITTEE MEETINGS (all are scheduled for 2:30 p.m. in the Lincoln Room)
2014

March 13

April 10

May 8