

MINUTES
ASSESSMENT COMMITTEE
Friday, February 17, 2012 – Baker Room – 2:30 p.m.

Present: Donna LaLonde (chair), Melodie Christel, Diane Hinrichs, Sue Jarchow, Vickie Kelly, Danny Wade, Kelley Weber, Margaret Wood, and CJ Crawford (administrative support). Absent: Nancy Tate, Denise Ottinger, Jane Carpenter, John Dahlstrand, Gillian Gabelman, Yvette Jenkins, Kathy Menzie, Susie Pryor, Jim Smith, and Eric Benedict.

Donna introduced Sue Jarchow and Diane Hinrichs as new committee members from ISS.

SPRING ASSESSMENT WORKSHOP

The spring workshop has been postponed until Friday, April 13 at 2:00 p.m. in Petro 220.

Donna suggested this be a nuts and bolts workshop as there still appears to be confusion about what we should be doing and could be doing. What are ways we can build a knowledge base of assessment on campus? The workshop will be open to everyone, including co-curricular units. Faculty will be asked to identify a course and bring course objectives and their best measure for an objective.

Donna distributed a suggested document “WU Assessment at a Glance” describing Assessment terminology and the process. One recommendation was to do an FAQ and put the information in the form of questions. Donna asked the committee to provide terms that absolutely need to be defined and suggestions for a format and give her recommendations by March 1.

ASSESSMENT GRANT

Donna passed out a draft of the Assessment grant document. Donna would like to raise the limit from \$2000 to \$3000. The grant could be for an individual, program, release time, and possible conferences as long as attendance resulted in an improvement to the area’s assessment. For departments where release time will not work, it could be used for supplemental pay. It is recommended that three awards be presented the first time.

Donna will put a copy of the draft in the Assessment Committee folder located in the shared Assessment folder and is asking for feedback by March 1. Committee members making suggested changes should save the document with their initials.

STUDENT LEARNING OUTCOMES ASSESSMENTS DOCUMENT (Matrix 2)

This document still needs to be refined/updated so that it serves as more of a calendar. Donna asked for recommendations by March 15.

OTHER

The Assessment Workshop is scheduled for Friday, April 13 from 2:00 p.m. – 3:30 p.m. in Petro 220.

The meeting adjourned.