

MINUTES
ASSESSMENT COMMITTEE

Friday, January 25, 2008

Cottonwood Room

2:00 p.m.

Present at the meeting were Donna LaLonde (chair), Nancy Tate, Joanne Altman, Jane Carpenter, Cathy Hunt, Kandy Ockree, Patricia Renn-Scanlan, Bassima Schbley, Don Vest, and CJ Crawford (administrative support).

Donna asked for suggestions to find a cohort of seniors to take the CLA – need 100 and the test can take 90 minutes. Test needs to be taken between February 1 and April 16 – will pay \$10 in Bod Bucks to each senior. A suggestion was made to target capstones. Donna asked the committee members to help with the capstones in their area. It was suggested that Donna send an email to the members with information and how to contact her and the days/times for the test. It was also suggested that IS170 is a possibility.

Topics were discussed for the February 8 Assessment Liaison Workshop. It was decided to have a 20 minute presentation about NSSE and how the information is used in the HLC self-study document, then approximately five minutes about Survey Monkey, and then break into groups to share the best practices and challenges. Donna LaLonde will prepare the agenda to be distributed by January 30.

There was a discussion on how best to emphasize Assessment to New Faculty. It was decided to change the format for the March 28 workshop to a luncheon from 12:00 p.m. – 1:30 p.m. and invite new faculty in addition to the liaisons. It was recommended that they be asked to review Criterion 3, Teaching and Learning Assessment, in the self-study before the luncheon.

Committee members who attended the luncheon with the academic deans on November 30 gave their feedback about the discussion. It was decided to have another luncheon with the deans, directors and VPAA the week of finals, and develop a specific agenda for discussion. CJ will work on reserving a room and then notify everyone of the day, time, and location as soon as possible.

The meeting adjourned.