

MINUTES
ASSESSMENT COMMITTEE

Wednesday, October 28, 2009

Cottonwood Room

3:00 p.m.

Present: Donna LaLonde (chair), Nancy Tate, Denise Ottinger, Joanne Altman, Cathy Hunt, Mary Shoop, Lori Khan, Kandy Ockree, Heather Collins, and CJ Crawford (administrative support). Absent: Melodie Christal, Danny Wade, Jane Carpenter, Jay Memmott, Lucas Mullin and Don Vest.

Guests: Faculty from the Mathematics and Statistics Department including Dr. Kevin Charlwood, Department Chair, and Dr. Sarah Cook, Assessment Liaison.

APPROVAL OF MINUTES

The committee minutes from October 14, 2009 were approved.

In place of a regular meeting, the Assessment Committee met with the Mathematics and Statistics Department to talk about the new assessment reporting process, request feedback on the Student Learning Outcomes matrix, and explain how assessment reports will be used as part of the Program Review report.

The committee discussed the Assessment Report Rating rubric with members of the Math Department. It is the expectation of the committee that it will continue to be involved on a regular feedback cycle with all departments.

The department's feedback on the Student Learning Outcomes matrix was consistent with the feedback received at the Assessment Liaison workshop in September. The matrix helped to facilitate communication with all department faculty and involved everyone more in the assessment process. There was consensus that remembering to close the feedback loop is a continuing challenge and any technological support that could be provided to help collect and evaluate data would be useful. There was a brief discussion about the features on Angel that might help and the committee agreed to look at this and discuss at a future meeting.

Next Committee Meeting

The committee will meet again on **December 2** from 3:00 p.m. to 4:00 p.m. in the Cottonwood Room in Memorial Union.

The meeting adjourned.