

**MINUTES**  
**ASSESSMENT COMMITTEE**  
Friday, February 20, 2009  
Cottonwood Room  
1:00 p.m.

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

The committee members talked about the group discussions from the unconference on February 13. Some questions that came up were:

- What is expected at the University level about the assessment process and the data that's collected?
- How is a baseline established (pre-test)?
- What are good ways of formative assessment/continuous improvement?
- What are qualitative models?
- How quantitative is the information being reviewed at the University level?

It was recommended that the Assessment committee meet with the Program Review committee early in the fall semester to help educate them about assessment and student outcomes.

It was recommended that a possible topic for a liaison workshop might be tools analysis – what do we have available, and what can we afford.

Donna assigned liaisons to committee members (attached).

Donna reviewed information from the needs analysis survey:

- Liaisons should meet twice a semester
- The wiki is a good idea – propose twice a month prompts to visit the wiki
- Liaisons were familiar with the Assessment web site on MyWashburn
- Liaisons would like to review the job description

Based on the liaison recommendations, a second workshop should be scheduled for spring. CJ will look at the University calendar to determine open dates in April.

The committee agreed that the deadline would be April 30 for the liaisons to have updated information on the Assessment web site.

CJ will set up optional computer training sessions for the liaisons and send out an email.

The meeting adjourned.

<b>DEPARTMENT</b>	<b>NAME</b>	<b>EMAIL</b>	<b>DIVISION</b>	<b>EXT</b>	<b>COMMITTEE</b>
<b>CAS</b>					<b>MEMBER</b>
Art	Marguerite Perret	marguerite.perret	CPA	2203	Hunt
	Azyz Sharafy	azyz.sharafy	CPA	1773	
Biology	Susan Bjerke	susan.bjerke	NSD	2078	Khan/Altman
Chemistry	Stephen Angel	stephen.angel	NSD	2266	Carpenter/Collins
Communication	Leslie Reynard	leslie.reynard	Humanities	2231	Ockree
CIS	Bruce Mechtly	bruce.mechtly	NSD	1160	LaLonde/Hoogenakker
Education	Gloria Dye	gloria.dye	ED/HPEES	1432	Shoop
English	Howard Faulkner	howard.faulkner	Humanities	1449	Ockree
History	Rachel Goossen	rachel.goossen	SSD	1762	Shoop
HPEES	Patti Bender	patti.bender	ED/HPEES	1966	Khan/Altman
Mass Media	Barb Desanto	barb.desanto	CPA	1836	LaLonde/Hoogenakker
Mathematics & Statistics	Sarah Cook	sarah.cook	NSD	1498	Hunt
Modern Languages	Miguel Gonzalez-Abellas	miguel.gonzalez.abellas	Humanities	2015	Shoop
Modern Languages	Karen Diaz Reategui	karen.diazreategui	Humanities	1507	Shoop
Music	Ann Marie Snook	annmarie.snook	CPA	1512	Hunt
Physics & Astronomy	Steve Black	steve.black	NSD	2143	Shoop
Philosophy & Religion	Barry Crawford	barry.crawford	Humanities	1543	LaLonde/Hoogenakker
Political Science	David Freeman	david.freeman	SSD	2028	Carpenter/Collins
Psychology	Michael McGuire	michael.mcguire	SSD	1763	Khan/Altman
Sociology/Anthropology	John Paul	john.paul1	SSD	1609	LaLonde/Hoogenakker
Theatre	Sharon Sullivan	sharon.sullivan	CPA	2246	LaLonde/Hoogenakker
<b>SAS</b>					
Allied Health	Jera Roberts	jera.roberts		2173	Khan/Altman
Criminal Justice	Terry Knowles	terry.knowles		1417	Memcott
Human Services	Deborah Altus	deborah.altus		1951	Hunt
OLT	Vickie Kelly	vickie.kelly		2280	Shoop
Social Work	Jay Memcott	jay.memcott		2139	Memcott
<b>SON</b>	Jane Carpenter	jane.carpenter		1469	Carpenter/Collins
<b>SoBu</b>	Norma Juma	norma.juma		3259	Ockree
<b>LEADERSHIP</b>	Jeff Mott	jeff.mott		2001	Ockree
<b>BIS</b>	Rick Barker	rick.barker		1162	Memcott
<b>MABEE LIBRARY</b>	Heather Collins	heather.collins		1956	Carpenter/Collins
<b>OTHER</b>	Ann Callies	ann.callies	CUSP	1871	Khan/Altman
	Equal Opportunity Dir.				
	Joel Bluml	joel.bluml	VPSL	1314	
	SWRC Director				
	Carla Rasch	carla.rasch	Enrollment	1074	
	University Registrar		Management		
	Heidi Staerkel	heidi.staerkel	Intl. Programs	2087	LaLonde/Hoogenakker
	Student Coordinator				
	Thomas Underwood	thomas.underwood	Cont. Ed.	1242	
	Asst. Dean, Cont. Ed.				
	CWS Programs Dir.				