

August 10, 2010 Minutes

Members present: Jennifer Hamilton (Lit/Lang), Charles Mullins (AHC), Teryl Ward (Allied Health), John Sola (Public Safety), Jim Stevens (PE), Steve Miller (BBSS), Gerry Wray (Tech Ed.), Antoinette Herrera (Student Services), Jason Wohlstadter (Lit/Lang), Adrienne Peek (Co-Chair)

Members absent: Kamran Payvar (SME), Jeremy Wilson (SME), Iris Carroll (Library), Laurie Prusso (Family & Consumer Science), Pedro Mendez (IAC), David Baggett (Ag)

Information Items

- From this point forward, each time we assess a course, we must assess ALL desired learning outcomes for that course.
- Two days in January (during the week before Institute Day) have been set aside for “Campus Assessment Days.” During these days, all divisions, departments, service units, etc. will be participating in assessment workshops—program mapping, alignment, outcomes development, etc. as appropriate.
- By January 2011, Dr. Loewenstein has requested that the campus have Program Learning Outcomes established for 75% of our programs (we currently have PLOs for 21% of our 202 programs).
- By October 2011, Dr. Loewenstein has requested that 100% of the college’s programs have Program Learning Outcomes ready for publication in the 2011-2012 catalog.
- We must get our course-level assessment activities caught up and back on schedule. Any course that was not assessed when it was scheduled for assessment must be assessed this year.
- IAC will be developing a college-wide Program Assessment Plan
- The Assessment Workgroup will be developing a college-wide GE Assessment plan

Agenda-Setting for the 2010-2011 Academic Year

The group would like to work on the following items this year:

- Request feedback from readers of Comprehensive Assessment Report
- Develop a timeline of Assessment Workgroup regular activities
- Develop templates for reporting assessment activities
- Develop a process for facilitating dialog across the campus
- Find ways to move the campus away from “compliance mode” and into “improvement mode” (give talking points, hold “brown bag” lunch meetings, generate excitement and motivation to participate, publicize “closing the loop” activities, etc.)

Homework

- Update and/or revise Course Assessment Schedule: 1) Compare list of courses to current catalog; make sure they match; 2) Reschedule any courses that were not assessed when they were scheduled for assessment (reschedule for Fall 2010 or Spring 2011); 3) Submit

revised/updated Course Assessment Schedule by next meeting (8/24/2010) for publication on the Assessment Workgroup Web page.

- Review the “Draft Rubric for Evaluating Program Assessment” and be prepared to discuss/finalize during our next meeting (8/24/2010).