



**ASSESSMENT WORK GROUP
APPROVED MINUTES
April 6, 2012**

Members Present: Adrienne Peek, Gerald Wray, Teryl Ward, Beth Bailey, Jason Wohlstadter, Steve Aristotelous, Pedro Mendez, Antoinette Herrera, Lorena Dorn, James Todd, Kimberly Christensen, Jennifer Hamilton, Chad Redwing, Bonnie Hunt, Jennifer Hamilton, Charles Mullins

Members Absent: David Baggett, John Sola, Kamran Payvar, Kathleen Ennis

I. Review of Minutes:

The Assessment Work Group members reviewed the March 16, 2012 minutes. It was noted that some members were marked absent when present, and some were marked present when absent. The amended minutes were approved without any objection.

II. Announcement:

Adrienne Peek announced that the Assessment Coordinator position has not been filled. Jennifer Hamilton was the only person to apply for the position, and the group wondered why the Assessment Coordinator had not yet been formally announced as Jennifer Hamilton. Jennifer stated that the job description specifically states that the reassigned time is negotiable. Jennifer is currently working on the Academic Senate Executive Board as Legislative Analyst and as the Faculty Accreditation Co-Chair. Jennifer asked for 60% reassigned time for the position of Assessment Coordinator. Dr. Fay, Vice President of Instruction, told Jennifer he was only able to offer 20% reassigned time. Jennifer said that she had told Dr. Fay that she would not take the position for any less than 60% reassigned time. She added that Dr. Fay had asked her to sleep on it and give him a call in the morning. The group discussed the Assessment Coordinator position job description. Some members felt uncomfortable with moving forward with *any* assessment activities so long as the college is unwilling to adequately support a faculty assessment leader. Adrienne Peek reported that in the Accreditation Point Person meeting Dr. Fay had suggested that the deans need to be the ones to assess all of the Program Learning Outcomes. The Assessment Work Group discussed the direction of where to go next when such comments are coming from Administration. Group members suggested inviting Dr. Fay and Dr. Retterer to the next work group meeting to see exactly what the work group members do. Jason stated, "I feel terribly devalued for the work that we do." Steve said, "I feel like we're being taken advantage of. I was up until 1:00 in the morning, entering stuff into CurricUNET."

III. Program Learning Outcomes:

The work group discussed the total number of Program Learning Outcomes that have been turned in at this point. James Todd reported that he had spoken with Barbara Adams regarding the last date acceptable for PLOs to be accepted and/or approved by the Curriculum Committee. James stated that Barbara had told him that all PLOs, for inclusion in the Catalog Addendum, need to be turned in by April 23, 2012. At the next meeting on April 20, 2012, the work group will have the two lists to view. The lists will be of the following:

1. The courses that have PLOs turned in.
2. The courses that do not currently have PLOs turned in.

IV. Comprehensive Assessment Report:

The Assessment Work Group members discussed the production of the Comprehensive Assessment Report. Pedro requested that all data be entered into the spreadsheet before the next meeting on April 20. Pedro also requested that the group identify the listing of courses offered and assessed, along with the end results.

V. Adjournment:

The meeting adjourned at 3:30 p.m.