



MINUTES

Assessment Committee Meeting 01/20/2016

Present:

Mike Clark
Joe Brewer
Bill Swarens
Lynn Neal
Aimee Sidhu

Josh Baker
Dave Alldredge
Katie Lorz
Beth Cummings
Lin Zhou

Mike Wood
Robert Criss
Bryce Battisti
Kelsey Williams

1. OPENING

- a. Call to order: The meeting was called to order at by Josh Baker at 11:17.

2. MINUTES

a. **Introductions:**

Josh Baker explained the purpose of the Assessment Committee workgroup, which is to establish a process for assessing student learning and documenting the process. This group will be faculty driven.

b. **Lessons Learned from Curriculum Committee**

Aimee Sidhu reviewed the Curriculum Committee bylaws and explained lessons learned. The Assessment Committee will be following a simple version of Robert's Rules, keep to one hour long meetings, and stick to strict timelines to have an effective process design by August and a plan for fall.

c. **Examples of outcomes/process and Developing new assessment process**

Josh Baker and Dave Alldredge explained examples of outcomes and processes. "Planning" involves identifying where outcomes are addressed, and "outcomes" are descriptions of what the students should have learned once they complete a program. The Assessment Committee faculty will research best practices, decide on a model, and determine outcomes and how to assess them. Josh Baker will look into state conferences for the group to attend.

d. Election of Chair

A motion was made by Katie Lorz to nominate Bryce Battisti as chair person. It was seconded by Dave Alldredge and Bryce Battisti was elected unanimously.

e. Questions/Concerns

Dave Alldredge recommended the addition of a college wide outcome focused on program knowledge. Aimee Sidhu will bring this topic to the curriculum committee. Josh Baker will confirm that other areas like student services will be part of this committee. Beth Cummings mentioned some national accreditations already have learning assessment requirements in place and could cause double work. This will be discussed at a later meeting.

f. Next Steps

- i. Committee bylaws
- ii. Election of vice chair
- iii. Committee subgroups
- iv. Determine membership criteria
- v. Create timeline

g. Adjourn

The meeting was adjourned at 12:15.