



MINUTES

Assessment Committee Meeting

Room M218

07/13/2016

I. Present:

Kelsey Williams, Bryce Battisti, Katie Lorz, Theresa Borchardt, Lynn Neal,

II. Approval of May 11 Meeting Minutes

We did not have a quorum so the minutes could not be approved. Kelsey Williams will distribute the minutes by email for a group vote.

III. Recap of June 24th Curriculum and Assessment Committees Joint Retreat

The Curriculum and Assessment committees came together for a joint retreat on June 22. The group came up with a few priorities which lead to creating the Resource Manual. The Manual is on google docs with sections separated for staff to contribute to and work on together collaboratively. The group will update the Resource Manual at the next half-day retreat on July 22.

IV. Review of the Newest Version of the Student Learning Outcomes and the New SLO Alignment Workbook.

The SLO's are currently saved as Word documents in the allbates drive which makes it difficult to open more than a few at a time. It is also difficult to tell what is current or outdated. The preferred method is to have a database for all of the SLO's so that they are more manageable and easier to update. Bryce Battisti and Jon Bolas went through every SLO for every course in every program so faculty can look through their programs and adjust as necessary. The result was a master spreadsheet of all the SLO's. This form can also give the updated MCO for a program. Lynn Neal inquired about the assessment

piece for this form. At the joint-retreat, it was suggested to have resources persons or the Deans be designated to have a training for faculty to use this form.

V. Survey Monkey Instrument

Bryce Battisti has been working on the survey monkey which is ready for use. We would like to have meaningful and purposeful training for faculty to learn how to use it. It is unclear whether this needs to take place in the summer or during fall. Katie Lorz suggested a voluntary pilot group this summer to start using the form and help more faculty to use it in the fall.

VI. Next Meeting

The next meeting will be Tuesday, August 9 at 11:15 am.

VII. Adjournment

The meeting was adjourned at 11:46 am.