

March 13, 2018
Assessment Committee
DT Instruction Conference Room

Present: Bill Swarens, Blake Ingram, Teresa Borchardt, Shawn Adams, Bryce Battisti, Lynn Neal, Mike Wood, Paula Grow

Scribe: Maura Armstrong

Lynn: Add to agenda – Retreat, in June, between quarters

Meeting called to order at 11:05 am by Bill Swarens.

There were some revisions to the minutes, done by Teresa. Proper people weren't noted as being present at the meeting. Some items were missing because the recorder didn't pick it up. Crucial to have minutes taken so they may be referred to for records. They must be documented.

It was suggested the mission and goals be at the beginning of the meeting so it will tie in with NWCCU's requirements. The college's mission was referred to as being on the wall and is now noted in the minutes.

Mike: motion to consider the mission and goals of the college at the beginning of the meeting. Bryce seconded.

Discussion was held. Vote taken. No oppositions. Motion was approved.

Item 3: Planned survey update. The survey results are now done. 36 total responses, some were doubles. It is done in Survey Monkey. A better system is needed so whoever wishes to have a copy of the survey is able to obtain it immediately after. The results survey should now be done. This will be sent out to just those who responded. It will ask them how things went. 30 out of 44 responded.

Shawn shared Mary Ann stated she had done it in the past and it was a one time deal. She had to be informed it was more than a one time deal.

It is recommended to add I-Best next year to this.

What are the consequences for those who didn't do it this year? Could it be put on their performance report that they didn't do it?

NWCCU recommended this be used to show process and the ongoing process of moving forward. How does it compare to last year? (It's about the same. There is not improvement shown.) There is improvement shown in our process. Bryce proposes people split up this spring

and approach the people who responded, meet with them and ask them to report on their progress.

Item 4: similar to Item 3.

Item 5: Bryce met with Brian to update things on his pirate map. The loop was closed; the student revised the video.

Item 6: Human Diversity SLO Progress. Bryce sent out an email to all members to follow up with SLO regarding diversity. Teresa indicated she received questions from south campus faculty regarding how to write diversity outcomes.

Item 7: Nomination of New Chair Officer. Question was raised for nominations. Shawn Adams was nominated as the chair elect. When Bill relinquishes his position, Shawn will become the chair. A nomination will be held for a chair elect at that point. The vote was unanimous for Shawn Adams to be the chair elect to accept Bills position upon his resignation.

Item 8: MCO for Practical Nursing Program. It was changed about 2 ½ years ago to change the classes to Med Surg class. Med Surg 1 had a lot of students complaining there was too much information to glean and absorb. Instructors looked at breaking Med Surg into two different classes. Intro to Med Surg is a 10 week course with 4 credits. (The original was 7 credits.) Med Surg 1 will be 3 credits. There were suggestions from Bryce that didn't show up on the document; he will send them to Bill.

It was recommended to revise "Discussion" in Med/Surg I to something else.

This will be presented to Curriculum Committee in April.

Good of the Order: Retreat

June 4 or June 5 would be ideal. Tuesday, June 5, would be the same day as the Assessment Committee's usual meeting day. Recommended location is the Library, second floor, at Central Campus. Room 207.

Chair Bill Swarens adjourned the meeting at