# Assessment Committee Meeting – Minutes

October 12, 2012 | 11:30 – 12:20 pm |Library 329

Attendees: Jim Hatton, Craig Stillwell, Lee Ayres, Laura Young, Dorothy Ormes, Mark Krause, Dale Vidmar, Rene Ordonez

1. The committee went over its official charge and membership. We wish to make no changes to the Senate’s description at this time. However Jim will make clear to the Senate president that we are missing a member from the arts area and that Rene Ordonez has volunteered to be an official member for this year.
2. Based on Rene’s and Dale’s recommendation the committee will add the goal of reviewing the CLA report , this year’s program reviews, and any other institutional program learning measure that is undertaken to its goals for this year.
3. We discussed the difficulties with getting students to take the CLA. This year and in subsequent years the USem instructors will be asked to incorporate an exercise that requires the taking of the CLA. Dale will discuss this with Doug Gentry (USem director).
4. We discussed revising the Program Review document for clarity and ease of use. Jim will rewrite the relevant areas with this in mind. He will also provide a companion expectations document and a rough draft of a rubric that the committee can use to assess the program reviews.
5. Jim will also meet with Chris Stanek about institutionalizing the CLA.