# Assessment Committee Meeting – Minutes

 April 19, 2013 | 11:30 – 12:20 pm |Library 329

Attendees: Jim Hatton, Laura Young, Kristin Nagy Catz, Craig Stillwell, Hart Wilson, Dorothy Ormes, Hart Wilson, Sue Walsh, Mark Krause, Dale Vidmar

1. The next meeting of the Assessment Committee will be on **May 10** (We are skipping three weeks in order to give the teams time to review the yearly program assessment reviews.
2. The teams are Craig and Lee, Mark and Jim, Laura and Hart, Dorothy and Kristen, and Amy and Rene. Each team will review four reports. If any team wants to review particular programs they should email Jim by 3pm Monday after which time he will “randomly” assign four programs to each team. Jim and Kristen will do any straggler reports.
3. The team reports will consist of one consolidated rubric form to be submitted on qualtrics and a short narrative report. The teams should compare the program’s own self-assessment with their assessment as part of their narrative. The teams should look for models of assessment and the assessment process for inclusion in the spring assessment retreat. Team narrative reports will submitted on the committee moodle site.
4. As part of the discussion of the trial reports, the following items were noted.
	1. Grades in particular classes are usually insufficient measures of student outcomes. At minimum the program needs to have established rubrics in program meetings consisting of all faculty.
	2. GPA’s are insufficient measures for the same reasons.
	3. HPE has an exemplary example of using measurements to improve student learning and should be asked to present at the spring assessment retreat.
	4. The math program’s answer to IB was specific and can be used as model for that section of the report.
	5. If a program’s outcomes do not include all university outcomes, this should be noted and an explanation given.
	6. Only student outcomes should be included on TracDat and in a program’s assessment outcomes.
	7. Business is said to have a good model for including program outcomes on syllabi.
	8. Incorporating student outcomes as part of the advising process is a good idea.
5. With a few minor edits Jim will take an information item to the Senate detailing its plans for embedded assessments next year. He will ask for the Senate’s endorsement.
6. The committee will meet next May 10 at 11:30 am in Lib 329.