# Assessment Committee Meeting – Minutes

January 8, 2016 | 11:00 - 12:30 pm |Library 329

Attendees: Jim Hatton, Kristin Nagy Catz, Craig Stillwell, Lee Ayers, Jamie Vener, Dorothy Ormes, Hart Wilson, Jody Waters, Rene Ordonez, John Taylor, Heather Buchanan

1. We will be meeting every other week. Erin will be unable to attend this term.
2. Senior writing:
	1. How is it going? Everyone seems to have started with no particular problems. The Library has access to all of the samples for their purposes. We expect to have interesting discussions when the results are in.
	2. Due January 23 – second meeting of UAC
3. Oral communication survey – We will discuss the paper survey which Jim will bring and determine how who will interview who. We would like to get a survey done by mid-February. Jim will collate the results.
	1. One issue that was raised was that of informed consent. We will address this before we begin the actual assessments.
	2. Revisions to the survey form will be made thanks to the committee’s thoughtful discussion.
	3. Jim will put out a revised survey form for comment and then send out the finished form with our draft rubric.
	4. We assigned people to do the surveys at the various programs. Jim will send out an edited list.

On-going (so we don’t forget)

* Portfolios
* University Studies – Houses are doing strand writing which is being assessed. Lee will report back to the committee. The University Studies committee is revising forms to be sure foundational skills are still being assessed.
* CLA
* Communicating with our students – Language from the catalog:

**Assessment**

SOU is committed to improving the quality of instruction by assessing student outcomes. The University determines the progress of the learning process by relating outcomes to clearly defined learning objectives. During their collegiate careers, students actively participate in the outcomes assessment process. Student participation contributes to curriculum design and the evolution of the learning community.

John is working on some kind of document or other means on what graduates have to learn for his program.