# Assessment Committee Meeting – Minutes

February 9, 2018

 | 11:00 - 12:30 pm |Library 329

Possible Attendees: Jim Hatton, Kristin Nagy Catz, Craig Stillwell, Lee Ayers, Dorothy Ormes, ~~Hart Wilson, Jody Waters~~, Dylann Loverro, Christina Richardson, Shanell Sanchez, Erin Wilder, Michael Stanfill, ~~Rene Ordonez~~.

1. Look at Strategic Goal One. **Assessment is directly called out in Direction I – Goal 4. We will put a reference in the Program Review guidelines. Jim will contact Vicki about her responsibilities for Direction I and invite her to a meeting.**
2. MSC News – Kristin update on them using one of our student papers. **One business and one economic paper. Still needs ok to be used. Jody and Kristin working on this?**
3. Institutional senior writing assessment – Review our progress. **All assessments are in. Jim will work on a summary.**
4. Academic Program Review
	1. Review a revised document – Jim **The document was okay. It may not be clear how we want to state the new item – alignment with the new mission. The document may be changed after the chairs meeting on the topic. In the meantime Jim will edit the rubric to include the new topic.**
	2. Discuss a Transparent Assignment guide - Dotty **We talked about how to think about program improvement from the point of view transparent assignment. It makes sense to think this through as a way to get programs to understand the assessment cycle.**
5. Winter workshop – What is happening? – Kristin **They are scheduled. Note that our first year accreditation report has been accepted. Jim will try to get a look.**
6. Plan oral presentation assessments for winter term.
	1. Kristin will survey the programs for a list of capstone presentations for the winter term. **Kristin will put an updated sign up list on google drive. Each member commits to two hours of presentation evaluation. They need to be sure that they will be working with another team member for the visits.**
	2. Kristin will run a norming session. February 23. Jim still looking for videos. **Kristin will use another video from the business ones we got last year. All committee members should be there for the norming.**
	3. Jim will review our report on oral presentations and bring suggestions for improvement to the committee. **It is expected that we might be making changes to the rubric as a result of the norming session.**