**ASSESSMENT COMMITTEE MINUTES**

November 13, 2014

*Meeting began 11:02 - Meeting was adjourned at 11:56*

Members in attendance (sign-in sheet gathered):

Ragena Mize Dir. Assess & Accred.

Dennis Smith Faculty – Science instructor

Cindy Lamberty Faculty – Science instructor – Geary Campus (ITV)

Nancy Zenger-Beneda Dean Science/Math

Jamie Durler Comm. Art/English instructor

Brent Phillips Dean Humanities/SS/Business

Randy Gantvoort Wind Energy

Marc Malone (guest) English Dept.

**Item 1/2 –** Welcome & Minutes presented/ agenda presented - approved

**Item 3 –** Website Resources & Updates – Providedinformation regarding suggestions made at the recent conference to provide a paper copy of newsletter and data when available in teacher lounge and other areas to allow institution to have an opportunity to view these items- was not voted on, but consensus was to offer those items.

**Item 4 –** Posting 5 years of data on website / N Zenger-Beneda and C Lamberty have been organizing the data collect on the assessment drive to improve access – this data will also be placed into the website for access for the faculty and others as needed.

**Item 5 –** Posting of Artifacts – goal is to get these items into the website with the rubric used for the artifact posted into the website. Discussed having teachers who teach the same course collaborate and discover what common assessment items, questions and/or artifact(s) they have in common that align with an outcome (select an outcome) so they can compare data based upon that course which would be utilized in Assessment FOR Learning. The purpose is to connect same course data with outcome(s) for each course taught to provide evidence for that course which will be used to improve the instruction for the course overall by having teacher share and compare common data…again- Assessment FOR Learning.

**Item 6 –** Presentation of poster from conference by N Zenger-Beneda– explaining the “Cloud Program Achievement” process designed to be a continuous design that is faculty driven and involves the institutional goals as well as program goals.

**Item 7 & 8 –** Assessment handbook & Timeline details – due to possible changes in the Cloud Program Achievement process – the revised version of the assessment handbook & timeline will need further revision before bringing to the Assessment committee for review – therefore these items are being tabled until the next formal meeting in 2015.

**Item 9 –** Marc Malone & N Zenger-Beneda presented details regarding adding Interpersonal Communication to the General Education Course list – providing details regarding transferability. Nancy moved to approve/B Phillips 2nd – all members present approved to add this course to the General Education Listing.

N Zenger-Beneda presented details regarding adding Environmental Science to the General Education Course list – providing details via handout regarding transferability. C Lamberty moved to approve/B Phillips 2nd – all members present approved to add this course to the General Education Listing.

\*\*\*Additional items discussed – next meeting…no meeting in December due to finals, however; the meeting in January is during a time when faculty are returning from break and other professional development is occurring – the consensus was there needs to be a meeting in January – The Director of Assessment will discuss with Dr. Backlin and other members of the Assessment committee as to when would be the best time to hold a meeting in January for the Assessment Committee. No decision was made at the meeting.

Also discussed was the need to enter “data” into the CAS – this will be discussed and faculty will be advised as to the decision regarding this input of data since we are moving into another form of data reporting. (This will also be discussed with Dr. Backlin).

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