

ASSESSMENT COMMITTEE
MINUTES
August 13, 2010
1:30 p.m. B202

Members Present: Tyler Billman, Sarah Bond, Steve Dotson, Donna Hearn, Kari Hernandez, Dan Holt, Cathryn Jones, Chris Jones, Dana Keating, Allan Kimball, Susie Lampley, Karla Lewis, Jack Mummert, Scott Reed, Gina Sirach, Brian Surprenant, Tim Walker, Karen Weiss

Members Absent: Paul Cummins, Stacy Moore

Others Present: Peggy McDowell

Dr. Keating called the meeting to order at 1:30 p.m. The following information was discussed.

New members to the Assessment Committee were welcomed by Dr. Keating.

There has been a revival of A-Team. Original members Karen Weiss and Gina Sirach will remain on the A-Team with other members, Allan Kimball, Tyler Billman, and Dana Keating. The A-Team met this summer to make the plans for 2010-2011 in addition to revising the assessment plan. They will serve as an advisory group and lead the way.

The assessment calendar was reviewed. There are some face-to-face committee meetings. There will be a new employee assessment orientation conducted. Gina Sirach and Allan Kimball have volunteered to conduct this session. It will be held on September 8 at 12:30 p.m. in the private dining room, following the Mentor/Mentee luncheon for new employees.

Assessment Process

- There are 75 areas that create assessment plans and assessment reports each year. Assessment plans will be done on the same form as always but only 1/3 of plans will be reviewed each year. The plans will now be on a 3-year rotation cycle. Another change is there will be three people reviewing each plan rather than five people.
- Reviewed the steps for the Plan/Report Processing Track.
- Reviewed the Peer Review Process and Cycle. Peer reviewers will be randomly assigned to plans/reports and shared equally among members.

Karen Weiss will assume responsibility for the NOCTI testing.

Gen Ed Areas for 2010-2011 are Writing/Diversity/Critical Thinking.

We are working with the IT department to fix the problems with the website. Plans are to have the website up to date with current information on Intrinsic.

Dr. Keating distributed memos in regard to the items outstanding for the 2009-2010 Results Reports and the 2010-2011 Assessment Plans. Members were asked to submit these items as indicated on the 2010-2011 assessment calendar.

Dr. Keating closed the meeting at 1:50 p.m.

Respectfully submitted by Peggy McDowell