**ASSESSMENT COMMITTEE MINUTES**

October 09, 2014

*Meeting began 11:03 - Meeting was adjourned at 11:57*

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

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

**Item 3 –** Website updates – Providedinformation and handout regarding updates to Cloud.edu under the Assessment tab – including rubrics, instructional strategies, downloads, etc. – N. Beneda suggested taking one of the offerings and using it as a training for department meetings and such.

**Item 4 –** Newsletter information and copy was provided as a resource for assessment committee as a resource

**Item 5 –** Canvas update – Director is working on alignment of outcomes in the shells which will be previewed at a later date – goal is to provide faculty with a way to connect lessons / artifacts / tests, etc. directly to an outcome in order to simplify reporting and having a standard uniform means for presenting data. This was an informational update.

**Item 6 –** Posting student artifacts – request made by Director to provide student artifacts along with rubrics for review and hopefully post onto the website – it was accepted that those attending the meeting would send those by the next meeting and would contact department chairs for artifacts as well.- artifacts need to keep FERPA regulations in mind to protect students. Discussion regarding placing artifacts in Canvas where it could be password protected was under consideration.

**Item 7 –** Provided committee with a handout of Bloom’s Taxonomy and rubric references to provide further insight into critical thinking application into student work – advised this has also been provided via newsletter – and is located on the website.

**Item 8 –** Assessment handbook is dated for 2008 – only handbook found and is posted on the website – upon further investigation several of the items within the handbook are dated 2002 – the revision and review is necessary. The director began work on modification in July2014 – and it was decided to allow director to continue work on this handbook and to submit a draft of the modified assessment handbook via email to members of the committee approx. 2 weeks before the next meeting for review. This is to be sent prior to October 31, 2014 to the assessment committee for review.

**Item 9 –** Assessment timeline document was presented for review – the suggestions for modification will be made to the document and reviewed – this will be presented at the next Assessment committee meeting on November 13, 2014.

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