

Assessment Committee Meeting 11/17/16

Agenda for the meeting:

Discuss the assessment information required in the Program Review (Department Chair Report.)

Information for Review:

*Assessment*

**The institution demonstrates a commitment to educational achievement and improvement through ongoing assessment of student learning. —HLC**

- What co-curricular programs exist within the department? —HLC
- What outcomes do we have for co-curricular programs? —HLC

**(Co-curricular** refers to activities, **programs**, and learning experiences that complement, in some way, what students are learning in school—i.e., experiences that are connected to or mirror the academic **curriculum**. **Co-curricular** activities are typically, but not always, defined by their separation from academic courses. —The Glossary of Education Reform

**Questions currently in program review--**

- Has assessment been conducted according to the college schedule?
- Compile assessment data from the last ~~five~~ years (include course, program, and general education outcomes as they apply).
- Describe the results of assessment data analysis.
- Report changes that have been made based on outcomes assessment reports?  
*(Consider curriculum, instruction, or assessment process changes.)*
- Discuss improvement in student learning outcomes as a result of curriculum changes made based on outcomes assessment data. If no measurable improvements have been made, discuss the rationale as to 'Why,' and what the next steps will be.

**Nancy's Notes**

**We need a written explanation of assessment processes**

Should we include an assessment report for each course from the department? (Instructor Course Assessment Report)

Report instructor participation in assessment—possibly divide between FT, Adjunct, Online?

It appears to me that this report should focus on student achievement that has increased because of assessment in an effort to document somewhere that we are meeting HLC expectations.

Meeting Minutes:

Members present: Jamie Durler, Mark Whisler, Beth Whisler, Shelly Farha, Brian White, and Todd Leif.

The group reviewed HLC expectations and the information currently in the program review. After lengthy discussion, the group decided to replace what was in the program review with a description and possible some examples of the information that should be included in the document. Draft: The department will provide a table summary of assessment data, a narrative summary as department assessment activity, and identify trends in the average scores of outcome assessment data. Nancy and Todd will edit the language to include examples of change.

Jamie Durler moved to approve the minutes from the last meeting. Todd Leif seconded the motion. Minutes were approved as presented. Meeting adjourned at 11:57.