

**MINUTES**  
**ASSESSMENT COMMITTEE**

Thursday, October 15, 2015  
Lincoln Room – 2:30 p.m.

Present:, Vickie Kelly (Chair), Joel Bluml (for Denise Ottinger), Jane Carpenter, Kayla Carter, Sarah Cook, Emily Grant, Tom Hickman, Karen Kapusta-Pofahl, Elaine Lewis, Amy Memmer, Sean Stacey, Nancy Tate, Roy Wohl, Margaret Wood and CJ Crawford (administrative support). Absent: Melanie Burdick, Bob Handley, Maria Stover, Clayton Tatro and Nancy Tate.

**STATUS OF PLANS AND REPORT REVIEW ~ FUTURE TIMELINE AND PROCESS FOR REVIEW**

Ratings have been sent out for all reports/plans not requiring a meeting. The plan is to have the ratings for the remaining reports/plans that require a meeting out by the end of October. Vickie will notify interested committee members when meetings are scheduled in case anyone would like to accompany her.

Co-curricular plans will be added this year. A draft of a revised Assessment Plan and Rubric will be ready for committee review by the November meeting.

Still working on the plan to review the reports and updated plans in the future.

**CO-CURRICULAR WEBINAR**

The webinar in September was well attended and was a very good presentation. Vickie will see if there is a link she can provide to those who weren't able to view it.

**ASSESSMENT EXTRAVAGANZA**

The Assessment Extravaganza will be early in February and will focus on University Student Learning Outcomes. Volunteers to prepare posters are:

Creative Thinking (Torrance) – Jane

Critical Thinking – Melanie Burdick, Kayla Carter, Karen Kapusta-Pofahl

ETS – Vickie Kelly and Sarah Cook

MSL – Michael Gleason

CJ will send the poster template that Vickie created last year out to people working on the posters.

It was recommended that some type of follow-up event be held a few weeks later.

The planning subcommittee members are Vickie Kelly, Kayla Carter, Nancy Tate and CJ Crawford.

**ASSESSMENT GRANTS**

Funds were awarded for two out of the four grant submissions. Vickie asked committee members to encourage people to apply for the grants even if they have done so before.

**OTHER**

There are two more C-Tel Assessment Workshops – Monday, October 19 and October 26 in Garvey 231 from 3:15 p.m. to 4:15 p.m.

The meeting adjourned.

**NEXT MEETING:** Thursday, November 12 @ 2:30P – Lincoln Room