Assessment Committee  
Meeting Minutes  
April 3, 2012

In attendance: Larry Manno, Mary Ann Tobin, Bill Justiz, Robin Meade, Sue Rohde, Tereza Dyer, Carol Lynch, Maxi Armas, Mary Casey-Incardone

The meeting began at 2 PM in E-210.

- April 17 brownbag session: The brown-bag session will serve as a celebration to recognize all programs for submitting 2012-2013 assessment plans. It will be held at 2 PM in E-210. If you would like to attend, please RSVP by Friday, April 12. You may RSVP by accessing the CTE’s website at www.triton.edu/CTE. Click on “Register for an event.” Then select “Academic Assessment Committee Brown Bag” (which is the first event listed).
- Committee members are in the process of contacting departments they represent. A representative from the committee will work with individual departments to assist them in completing their assessment reports, general education outcomes mapping, and program mapping. All information should be submitted no later than June 15.
- The committee explored the feasibility of a five-year assessment plan for the general education outcomes.
- We discussed the production of an assessment newsletter to better inform faculty of assessment events. The first newsletter will be ready to distribute during the Fall 2013 semester.

The meeting ended at 3:00 PM.