Academic Assessment Committee
May 5, 2010  2:00 pm
CTE – E-210

MINUTES

Attending Members: Maria Tereza Dyer, Susan Collins, Sue Rohde, Joan Libner, Mary Casey-Incardone, Will Edwards, Maureen Musker

A. April meeting minutes approved (Susan Collins/ Sue Rohde)

B. Program Assessment
   ● Annual Report – We discussed how to proceed with Triton’s Annual Assessment Report. We have tentatively decided to make it an electronic file, a folder containing all the pertinent documents for a given academic year. It will be a more fluid than fixed document. At a given point, though, additional documents, like the annual timeline and an overview of the year’s work and future plans will be added to the folder. Once that happens, a new folder will be created for collection of the next set of documents. We will publish some copies (number still to be determined) in hard copy form. For this year, we will have one folder for the foundational documents and one for this year’s Program Assessment plans and reports. These folders will be up on the assessment webpage.

C. HLC Review
   ● Conference update – Maureen and Will shared updates from the HLC conference
     o Meaningful assessment to improve student learning versus accountability and compliance – new process, “Pathways” in the future
     o Compliance may eventually be a federal mandate
     o Importance of sharing assessments, not just collecting them
       ▪ Fall Faculty workshop – discussed asking for a brief time slot for volunteers (committee members) to share the program assessments from their areas.
       ▪ Spring Faculty Workshop – discussed the idea of having a breakout session for assessment sharing
   ● Mandated Report – Maureen is in contact with Marge Stabile regarding the assessment portion of her document. We discussed a few issues raised in that interaction, like:
     o connecting assessment more to curriculum
     o emphasizing sharing sessions to make sure action plans are being followed up on
     o developing a long-term plan for the committee

D. Program review
   o Re-establishment of Program Improvement Committee
   o We discussed how the committee could help with this process in the future.
   o Potentially aligning program assessments with ICCB cycles

E. Webpage – Establish a link to the Assessment Blackboard shell with a login and password reminder.

F. 2009-2010 Highlights reviewed

G. Looking Ahead
   ● 2010-2011
     o Revisit Gen Ed outcomes and develop a plan
     o Committee rubric for reviewing plans and reports
     o Blackboard shell

Next Meeting – September 1, 2010 from 2-3 pm in the CTE.

Submitted by Maureen Musker.