ASSESSMENT COMMITTEE
MINUTES
April 29, 2015
2:30 p.m. B137 (PDR)

Members Present: Tyler Billman, Jason Fitzgerald, Chad Flannery, Lisa Hite, Danielle Kizziar, Dana Keating, Lolita Mack, Karen McConnell, Greg McCulloch, Amy Murphy, Scott Reed, Jennifer Roehm, Gina Sirach, Cathryn Watkins, Karen Weiss

Members Absent: Lori Cox, Jerri Harbison, Robbie Lindhorst, Allan Kimball, Stacy Moore

Others Present: Cara Lehman

Dr. Keating called the meeting to order at 2:30 pm. In preparation for our upcoming HLC visit (2018-19), the committee was meeting to discuss how to keep faculty, including adjuncts, active in the assessment process. The following ideas were suggested, but the committee was encouraged to continue to think of ideas and send them to Gina or Karen.

- Discuss assessment with adjuncts during the fall adjunct orientation division meeting.
- Possibly have a full-time faculty member in that field of study partner with the adjunct on how to complete a plan.
- Have a meeting of full-time and adjunct faculty to discuss assessment.
- Should we have a mandatory orientation for adjuncts?
- Need to make sure assessment is listed in the adjunct faculty handbook.

We also need to find a way to incorporate general education assessment. Jason Fitzgerald gave a short presentation to the group about how the math and science division currently handles their general education assessment plans. The committee would like to create a task force to work on the Gen Ed assessment during the 2015-16 school year. Those interested in serving on the task force should contact Karen or Gina.

Dr. Keating closed the meeting at 3:15 p.m.

Respectfully submitted by Cara Lehman