Assessment Committee Meeting Minutes
Thursday, March 14, 2013

I. Progress Report on Written and Oral Communication Assessment
   - Everything is on target with WAC.
   - Spreadsheet distributed with list of classes targeted for WAC indicating a progress report for each class.
   - WAC Scoring in April. Findings to be presented FDW Fall 2013.

II. District Assessment Meeting – No Update
   - What goes on during Assessment meeting at District?
     - Standardizing assessment.
     - District initiatives for Assessment at every campus.
     - Every semester focusing on different area. Next semester will be Math & Social Science.

III. By-Law Feedback
   - Executive committee drafted bylaws.
   - Committee members to review by-laws and provide feedback to either Stephanie, Martha, or Ebony.

IV. Assessment Committee Mission Statement posters
   - Assessment committee will hang posters on campus in each building.
   - Posters are currently under design. Assessment: what it is, when & why it occurs.
   - Subcommittee – to create posters; a template would be provided.
   - Gail Mitchell voiced interest. Veterans in the Veterans Resource Center (who have graphics art classes) department to be identified, to reach out to Ebony.
   - Next Assessment meeting can take a vote on the poster design.

V. Academy Progress Report
   - System updated to post academy progress reports. Mentors to give feedback. Tomorrow’s deadline would be the final post.
   - We have completed our time in the Academy. In June, The HLC will notify of meeting date to review Academy project. They believe it will be in October. Next initiative will to focus on Institutional Assessment. Student Services, Financial Aid, etc. will be evaluated. The President will provide direction on Institutional Assessment. The HLC is concerned with the campus as a whole not just academics.
VI. Department Progress reports

- Schedule timeline outlined on the Agenda (generally reports due at end of semester).
- Committee to send assessment url for progress reports.