## Agenda for 4/25/2012
3:00 PM to 4:00 PM in Room 1046

1) Apologies for Absence
2) Minutes of April 18th Meeting
3) Congratulations to our Distinguished Professor
4) Social Science Assessment Update
5) Effective Writing Assessment Update
6) District Chairs Meeting Feedback
7) Lumina Foundation RFP Process
8) The Democracy Commitment: Invitation
9) A.O.B.
10) Subcommittee Time

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**From the AC Charge:** The HWC Assessment Committee is committed to maintaining a campus culture focused on learning in which faculty, students, and the administration share a common understanding of the meaning, purpose, and utility of assessment. It recognizes that for the faculty to be successful in this endeavor there must be meaningful input from students and strong support from the administration. The HWC Assessment Committee characterizes assessment of student learning as a comprehensive process that is ongoing, systematic, structured, and sustainable.
Assessment Committee
Harold Washington College
Chair – Michael Heathfield, Applied Science
Vice Chair – Jen Asimow, Applied Science
Secretary – Jeff Swigart, Mathematics

Minutes for 4/25/2012 (Approved)
3:00 PM to 4:00 PM in Room 1046

Members Attending:
Jen Asimow – Applied Science
Samar Ayesh – Physical Sciences
Margarita Chavez – World Languages
Michael Heathfield – Applied Sciences
John Kieraldo – Library
Erica McCormack – Humanities
Willard Moody – English
Jeff Swigart – Mathematics
Ray Tse – Physical Sciences

Apologies:
Lynnel Kiely – Social Sciences
Chao Lu – Mathematics
Charles McSweeney – Advising
Dave Richardson – Humanities
Phillip Vargas – Physical Sciences
Loretta Visomirskis – English
Allan Wilson – Physical Science

Opening: The meeting was called to order at 3:05 PM. The 4/18/2012 minutes of last meeting were approved by committee vote after being motioned by Ray and seconded by Erica.

Congratulations to Distinguished Professor: The committee congratulated Dave Richardson on his award of Distinguished Professor.

Social Science: Michael shared that he has received a draft of the final report from Lynnel. Phillip is doing some final work on the statistics that will be added to the draft.

Effective Writing: Phillip finished his statistical analysis of the first two rounds of essay grading, resulting in 92 essays needing a third round. Jen will organize these essays into groups to pass out to the ten graders, making sure that the graders receives essays that they have not yet seen. Michael will look back at the grading pilot to see how the graders did back then and include the evidence from the inter-rater reliability training that took place.

District Chairs Meeting Feedback: Michael shared that the main topic at the district chairs meeting was the accreditation and the recent changes made by the Higher Learning Commission. Assessment plays an even greater role than in the past, with an emphasis what changes have been made in response to assessment results. Also, there are two new pathways for accreditation, and HWC is thankfully in the most flexible “Open Pathway” due to our strength in our last accreditation.

Lumina Foundation: Michael shared that Dr. Cecilia Lopez attended the AACC (American Association of Community Colleges) Request for Proposals conference where she continued to make connections with the Lumina Foundation. It is likely that Lumina will be presenting at our district-wide Faculty Development Week.

Democracy Commitment: Jeff shared information about an event to consider that had been forwarded to Michael from Dr. Lopez. The Democracy Commitment is a national organization dedicated to civic engagement
in education, and it will be holding an event titled the “Illinois State-Wide Civic and Democratic Engagement Summit” on Wednesday, May 30th, from 9:00AM to 4:00PM at Moraine Valley Community College. More information can be found at [http://www.facebook.com/events/281925508555919](http://www.facebook.com/events/281925508555919).

**Assessment Times for Students:** Jen edited down our spring faculty newsletter into a student version, and she shared the draft with committee members to look for edits to then give to John for the creation of the final draft.

**End of Semester Celebration:** Michael reminded committee members that next week will be our last meeting of the semester, and so he encouraged everyone to bring food to share.

**Subcommittee Time:** Work in subcommittees began at 3:40 PM and lasted until the end of the meeting.

- **Diversity:**
  - Subcommittee Chair: Jeff
  - Purpose: Plan the Diversity 2012 Assessment
  - Attendance: Jeff, John, Margarita, Michael, Ray, Samar.
  - Discussion: The group discussed updates to the committee’s webpage.

- **Effective Writing:**
  - Subcommittee Chair: Jen
  - Purpose: Data Analysis and Report Writing for Effective Writing 2011 Assessment
  - Attendance: Erica, Jen, Willard
  - Discussion: The group organized the essays that need a third grading.

**Closing:** The meeting was adjourned at 4:00 PM. These 4/25/2012 minutes were approved at the 5/2/2012 meeting by committee vote after being motioned by Loretta and seconded by Ray.