Agenda for 9/19/2012
3:00 PM to 4:00 PM in Room 1046

1) Apologies for Absence
2) Minutes of the September 12th Meeting
3) VP Martyn's feedback on Assessment Annual Report
4) Edits to Diversity Assessment
5) Preparations for Assessment Week - Week 12
6) Website Update
7) Agenda items for District Assessment Chairs Meeting September 21st
8) A.O.B.
9) Subcommittee Time

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.
Minutes for 9/19/2012 (Approved)
3:00 PM to 4:00 PM in Room 1046

Members Attending:
Jen Asimow – Applied Sciences
Samar Ayesh – Physical Sciences
LaRhue Finney - English
Michael Heathfield – Applied Sciences
Erica McCormack – Humanities
Willard Moody – English
Jeff Swigart – Mathematics
Ray Tse – Physical Sciences
Loretta Visomirskis – English
Paul Wandless – Art and Architecture
Matthew Williams – ELL WL

Apologies:
Lynnel Kiely – Social Sciences
John Kieraldo – Library
Chao Lu - Mathematics
Charles McSweeney – Advising
Carrie Nepstad – Applied Sciences
Phillip Vargas – Physical Sciences

Opening and Approval of Minutes: The meeting was called to order at 3:05 PM. The 9/12/2012 minutes of last meeting were approved by committee vote after being motioned by Loretta and seconded by Paul.

Work Outside of Meeting: Michael and Jen met with Phillip from 2:00 PM to 3:00PM today to discuss the writing of the Social Science final report.

VP Martyn’s Feedback on Annual Report: Michael shared VP Margaret Martyn’s feedback on our committee’s recently released annual report, all of which was positive. She stressed that we have her full support.

Edits to the Diversity Assessment: The committee had a lively discussion about edits to the Diversity Assessment, originally written in 2005, and now being prepped to use in 2012. Initially, we planned to leave the assessment exactly the same. Yet after sharing it with the four other colleges implementing the assessment as well, Kate Connor of Truman shared with us their committee’s edits. Most of these edits involved changing the word “different” to something less negative sounding. Other edits suggested by our own committee members included updated categories of race, updated categories of sexual orientation, and various slight changes in wording. Jeff will make these edits in the Word document form of the survey and disseminate it to the other colleges in case they want to apply the edits as well. He will also share these edits with Will to apply to the Survey Monkey version of the assessment.

Subcommittee Time: There was no time for subcommittees during this meeting.

Closing: The meeting was adjourned at 4:00 PM. These 9/19/2012 minutes were approved at the 9/26/2012 meeting by committee vote after being motioned by Jen and seconded by Loretta.