Agenda for 11/16/2011
3:00 PM to 4:00 PM in Room 1046

1) Apologies for absence
2) Minutes of November 9th meeting
3) Effective Writing Update
4) Don’s Feedback
5) Speedy Lumina Developments
6) Cecilia and Kojo requests for information
7) Assessment Website Review
8) Meeting Next week....
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.
Assessment Committee
Harold Washington College

Chair – Michael Heathfield, Applied Science
Vice Chair – Jen Asimow, Applied Science
Secretary – Jeff Swigart, Mathematics

Minutes for 11/16/2011 [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
Chao Lu – Mathematics
Willard Moody – English
Jeff Swigart – Mathematics
Ray Tse – Physical Sciences
Phillip Vargas – Physical Sciences

Apologies:
Jackie Cunningham – ELL WL
Lynnel Kiely – Social Sciences (Reinvention)
Loretta Visomirskis – English
Charles McSweeney – Advising
Allan Wilson – Physical Sciences

Absent:
LaRhue Finney – English
Dave Richardson – Humanities
Matthew Williams – ELL WL

Opening:
• Call to Order: The meeting was called to order at 3:04 PM.
• Approval of Last Meeting’s Minutes: The 11/9/2011 minutes were approved by committee vote after being motioned by Ray and seconded by Samar.

Special Thanks: Jeff thanked Phillip for taking minutes last week in his absence.

Effective Writing Assessment Packets: Committee members helped to organize the Effective Writing Assessment packets in order to prepare them for the graders.

President’s Feedback: President Laackman informed Michael that he had read the Quantitative Reasoning report and liked the ideas of replicating the study at a later time and of percents across the curriculum.

Lumina: Cecilia Lopez, the vice-chancellor of academic affairs at district, has called a meeting of Assessment Committee chairs for this Friday to discuss the Lumina outcomes and how they will be used here at the CCC.

District’s Request for Information: Michael has been asked by district to provide a list of direct or indirect measures that our committee has used up to the present time. Michael presented the committee with a list of our past assessments from 2003 up to now, and committee members briefly discussed whether each assessment was direct or indirect. Michael will submit the summary to district this week.

Assessment Times: Jen will complete the final touches and then email it out tomorrow.
District-Wide Assessment Committee: Michael has written a purpose statement for the District-Wide Assessment Committee after being asked to do so. He shared what he had written with members of our committee, and there was a brief discussion.

Subcommittee Time: There was no time for subcommittees this week.

Closing:
- Adjournment: The meeting was adjourned at 4:05 PM.
- Approval of This Meeting’s Minutes: These 11/16/2011 minutes were approved at the 11/23/2011 meeting by committee vote after being motioned by Phillip and seconded by John K.