



**Assessment Committee
Harry S Truman College**

*Interim Chair – Diego Baez
Transitional Chair – Madison Johnson
Vice-Chair – Maeve Masini
Secretary/Archivist - Katie Ediger
Data Analyst – Simon Aman*

Agenda for Jan 22, 2026

In attendance: Diego Baez, Madi Johnson, Katie Ediger, Brandon Bumstead, Maeve Masini, Farzana Najam, Ritch Keitel, John Cooksey, Simon Aman, Zeb Woods, Leah Page, Kate Varey
Apologies: Julie Hanks

Absent: Peter Rowell

Item	Summary	Action
Call to order 1. Approval of Minutes from November 13, 2025 [link]	Katie moved to approve the minutes, Farzana seconded.	Minutes approved.
2. Meeting structure for SP26	a. Priorities: <ul style="list-style-type: none"> i. Bring back “At-A-Glance” updates: 4-5 volunteers ii. Gen Ed Study of Quantitative Literacy iii. Website updates / Institutional Learning Outcome iv. Planning next Gen Ed Study (Cultural Responsiveness) v. Newsletter + Year-End Report, Gen Ed Report vi. Edits to the handbook and charge 	Volunteers: Diego, Katie, Maeve, and Kate (at end of semester) Farzana, John, and Ritch are maybes.
3. Gen Ed – Study of Quantitative	a. Assessment is live in students’ Brightspace! <ul style="list-style-type: none"> i. GOAL: /5910 (%) 	Diego will reach out to Carrie to see if

<p>Literacy (Brandon)</p>	<ul style="list-style-type: none"> ii. 153 students have taken the assessment so far. b. Messaging: <ul style="list-style-type: none"> i. Student email- students who haven't taken the quiz will be reminded regularly. ii. Faculty email iii. Brightspace reminder iv. Please encourage your students and inform your faculty colleagues! c. Feedback: <ul style="list-style-type: none"> i. Clarity in student communication ii. Students who want to know how they did d. Study timeline <ul style="list-style-type: none"> i. Collect data: Jan 20* – Feb 20 ii. Analyze data: Feb 23 – Mar 20 <p>Create report: Mar 30 – Apr 24</p>	<p>they had a good response for students who wanted to know how they did on the assessment.</p>
<p>4. Unit Assessment (Maeve)</p>	<ul style="list-style-type: none"> a. Deliverables: Curr map, 4-Phase Study, or other reporting / documentation b. Onboarding email: handbook, website, meeting dates, contact info for Exec Cmte + liaisons c. Communication about curriculum mapping lives in SharePoint folder 	<p>If anyone needs help with mapping or setting up study- contact Maeve</p>
<p>5. Website updates (Katie)</p>	<ul style="list-style-type: none"> a. Meeting with Co on Jan 29 <ul style="list-style-type: none"> i. Meeting has been cancelled, waiting for guidance from Dr. Potter ii. Institutional learning outcomes are being asked for. Clarifying questions need to be asked. b. Thoughts? Concerns? 	<p>Katie can get the website updated with existing reports/content by Spring 26.</p> <p>Other content needs time to develop/ understand.</p>
<p>6. Executive Committee compensation</p>	<ul style="list-style-type: none"> a. Changes to release time + stipends b. Room for adjustment? 	
<p>7. AOB?</p>		