

**Assessment Taskforce Minutes**  
**March 15, 2005**

The Assessment Taskforce met at 2:45pm on Tuesday, March 15, in the Blue Room of the Business Sciences Building. Members present were Tim Beaver, Jeremiah Council, Steve Hollifield, John Quinley, Jo James, Melissa Swofford, Kelly Dedmon, and Carol Richardson.

The following items were discussed:

Old Business:

1. Minutes from the last meeting were approved.
2. Jo James, Melissa Swofford, Barbara Peterson and Angela Ledford have all expressed interest in attending the summer conference at Alverno. Jo James will distribute the information about the conference and Libby Cheshire will make travel arrangements for the group.
3. The AAHE conference has been cancelled.

New Business:

QEP subcommittee reports were given:

- A. Portfolio Subcommittee-Dr. Barbara Peterson, chair
  1. The Portfolio subcommittee gave a great presentation in the last campus wide meeting and the survey results about student portfolios were shared with the faculty in that meeting.
- B. Penelope Subcommittee-Jo James, chair
  1. Artifact assessing is complete. The results of all the assessments will be entered into Penelope so that reports can be generated. These reports will be shared campus wide on April 7, 2005. During this meeting, faculty will have a chance to look at the reports, and view the results. This interactive presentation will be given by the subcommittee members. After the presentation, the faculty will be asked to answer questions about the Penelope process which will then offer valuable feedback to the subcommittee.
- C. Program Assessment subcommittee-John Quinley, chair
  1. John Quinley reported that the liaisons have been meeting weekly to study the program assessment plans and the overviews using this information in the development of the QEP plan with the input of all the divisions. He updated the taskforce on the progress of the QEP and the work of the QEP subcommittee.

The meeting was adjourned at 4:00 pm. The next meeting will be the campus wide meeting April 7, 2005 at 2:30pm in the Foundation.

Minutes prepared by Carol Richardson, Assessment Taskforce Vice Chair.

