

## **Campus wide Assessment Taskforce Meeting Minutes January 18, 2006**

A Campus wide Assessment meeting was held at 2:30 pm on Wednesday, January 18, 2006, in the Foundation. Dr. Nancy Womack was the facilitator for this meeting. This meeting was another avenue to keep the entire campus informed and involved in the QEP.

- I.** Welcome to all faculty and staff by Dr. Nancy Womack.
- II.** The faculty and staff were treated to a presentation of the Developmental Education's Program Assessment given by Donna Harrison, Matt Guffey, Terry McEntire, Vicki Covington, Kelly Dedmon, Melissa Quinley, Debbie Puett and Peggy Blanton. Their program assessment is located at <http://www.isothermal.edu/qep/> under Developmental Education. They shared their latest statistical reports generated from their newly-developed software program.
- III.** John Quinley reported from the Program Assessment Subcommittee:
  1. The Plan for Sharing Program Assessment Plans/Competencies is as follows: Business Sciences on February 22 Weds at 2:30pm; Arts and Sciences on March 22 W at 2:30pm and Applied Sciences on April 27 Thurs at 2:30pm.
  2. Involvement of adjuncts in Assessment is being discussed. The Arts and Sciences division is sending newsletters and emails to their adjuncts to keep them informed about Assessment. The other divisions may want to do this as well. Steve Hollifield suggested electronic feedback from adjuncts might be helpful.
  3. The liaisons will be reminding their divisions about the new QEP update, and about the revisions in the Assessment Model. Copies were distributed to all members of the Assessment taskforce and the liaisons were given the copies to be given to all faculty. The revisions included the following:
    - Page 1 literature references were added
    - Page 2 liaison descriptions were added
    - Page 7 Annual reports will include ways students and adjuncts were involved in each division
    - Page 10 Citation page was added
  4. The Assessment Stage tracking report is being updated as each division is updating its progress.
- IV.** Barbara Peterson reported from the Student Portfolio Subcommittee:
  1. HUM 220 (Student Portfolio course for Arts and Sciences) is being taught by Barbara Peterson this semester for the first time.

2. Business Sciences is planning on redeveloping COE 110 into their Student Portfolio course for Business Sciences.
  3. Applied Sciences may have a last semester course in which the Student Portfolios could be turned in to be checked for completion.
  4. Portfolio week will be March 6-9 and workshops for Students will be March 6, Monday from 2-3:15pm; March 8, Wednesday from 5-6:10pm; and March 9, Thursday from 11-12:15pm.
- V.** Jeremiah Council is the chair of the new Peer and Student Self-Assessment subcommittee. His committee consists of John Quinley, Johnathan Jones and Melanie Hensley. He announced that he needs more members. Contact Jeremiah if interested.
- VI.** Brett Parker announced that his committee on Cultural and Historical Perspectives will be meeting tomorrow.
- VII.** Campus-wide meetings for Spring, 2006 are as follows:  
February 23, 2006 Thursday 2:30pm  
March 22, 2006 Wednesday 2:30pm  
April 27, 2006 Thursday 2:30pm

The meeting was adjourned at 4:00pm

Minutes prepared by Carol Richardson, Assessment Taskforce Vice Chair