

## **Campus wide Assessment Taskforce Meeting Minutes February 22, 2006**

A Campus wide Assessment meeting was held at 2:30 pm on Wednesday, February 22, 2006, in Seminar Room B. 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 Business Sciences Program Assessment given by Kim Gold, Marisa Sudano, Rick Childress, Melissa Johnson, Jo James and Carol Richardson. Their program assessment is located at <http://www.isothermal.edu/qep/> under Business Sciences. They shared their Umbrella and Competency statements plus specific examples of actual artifacts and data collected in Office Systems, Medical Office, Business Administration and Information Systems..
- III.** Dr. Barbara Peterson reported from the Student Portfolio Subcommittee:
  1. 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. These will be held in the Red Room in Business Sciences building. Topics to be discussed are: Importance of keeping a Portfolio, How Portfolios enhance student learning, How to organize a Student Portfolio, How the College plans to use the Student Portfolio. Barbara encouraged all instructors to possibly offer extra credit points to encourage as many students as possible to attend these workshops.
- IV.** Dr. Nancy Womack facilitated a brief brainstorming session on value of and ways to incorporate reflections in the classroom. A sample of a reflections paper from Medical Office was distributed. Terry McEntire shared of his reflections exercise he uses for his Reading classes. Dr. Barbara Peterson gave an example of reflections in her Eng 111 classes. Elizabeth Barrows has the students in her oral communication classes reflect on their progress after watching their videotaped speeches. Dr. John Quinley mentioned that his students are keeping reflections journals in his new travel-study class. Melissa Johnson talked about the student self-reflections that she encourages the students to do on blackboard and the positive impact it has had on the students and instructor.
- V.** Dr. Lewis and Dr. Nancy Womack discussed the conferences at NCState and Alverno College and the League for Innovations. Please notify Nancy Womack if you are interested in presenting or attending any of these conferences.
- VI.** Campus-wide meetings for Spring, 2006 are as follows:  
March 22, 2006 Wednesday 2:30pm Arts and Sciences will be presenting their Program Assessment Plan.

April 27, 2006 Thursday 2:30pm Applied Sciences will be presenting their Program Assessment Plan.

The meeting was adjourned at 4:00pm

Minutes prepared by Carol Richardson, Assessment Taskforce Vice Chair