

Ad Hoc Assessment Committee
Meeting Notes
March 7, 2007

Present: Jane Baillargeon, Dick Battaglia, Ben Beard, Liz Brandt, Suzi Billington, Alton Campbell, Frank Cheng, Jeanne Christiansen, Gail Eckwright, Grace Goc Karp, Meredyth Goodwin, Marla Kraut, Michael O'Rourke, Diane Prorak, Scott Woods

Members of the units represented provided a quick up-date on the status of program learning outcomes (most have been submitted), assessment planning and needs, and unit strategic action planning.

The rubrics workshop series was reviewed. Input included:

- Explicit description to include:
 - Focus on undergraduate and/or graduate programs
 - Program or course level applications (suggest program focus at this time)
 - Appropriate for academic and/or student and academic affair and library
- Provide at least one alternate day and time
- Consider blending the first two sessions over the two sessions

The sessions will be taped and placed on the web to increase access. Lunch will be provided.

Questions were asked about the focus group expectation and the need for approval through the Human Assurances Committee. Jeanne indicated that clarification was being sought and would be provided as soon as it was available.

Ben expressed an interest in posting individuals who can assist colleges and departments with learning outcomes and program assessment. Jeanne mentioned that several individuals offered to be of assistance. She will contact these individuals and provide the area(s) of expertise for each person. Topics of interest included development of surveys, focus group discussions, and consultation on general assessment strategies. Contact with national professional organizations may also provide information about best practice in assessment for the discipline.

Suggestions were made regarding strategies to use the web (e.g., provide exemplars; listservs, blogs, wikis; consultant names and skills). Liz offered to help in these discussions.

The group preferred communication via email if topics emerged that needed discussion in late March. The next meeting is scheduled for Friday, April 13, 2007.