



**Instructional Assessment
September 20, 2012
Heritage Room – 3:00 pm
Minutes**

Attendees:

Tim Allwine, Brad Benjamin, Jim Dillinger, Brendan Glaser, Catie Graham, Wendy Hall, Armando Herbelin, Kanna Hudson, Natalie Richie (Recorder), Gina Osborn, Adam Wolfer, Hiedi Bauer

Not in Attendance:

Laura Brener, Sue Yarbrough, Catie Graham

Call to Order: 3:00 pm by Adam Wolfer

Discussion Items

- **Selection of new committee chair:** Brad Benjamin was nominated as the new Instructional Assessment Committee chair by Adam Wolfer to replace Colleen Allwine. Wendy Hall 2nd the motion. Unanimous vote.
- **Selection an assessment liaison:** Hiedi Bauer volunteered to step into the assessment liaison position to replace Klint Hull. Wendy will notify the state of the replacement.
- **Debrief on in-service week assessment activities:** Kanna discussed report results from before & after in-service week assessments. Results showed the majority of departments made progress and are on track to meet requirements for fall quarter. There was discussion on processes which could be used to obtain faculty feedback on the Assessment itself. There was also discussion on setting up a meeting with deans to provide them with more details on the framework of Assessment. Armando will look into providing an Assessment guide to assist others with the process. Wendy will arrange a time with Brad, herself, and the deans to meet.
- **Debrief on summer assessment institute results:** To be discussed at a future meeting.
- **Committee Meeting Time:** Future meetings will be held on the 3rd Thursdays of the month at 3:15 pm

Next Meeting: October 18th @ 3:15 pm

Meeting Adjourned: 3:55 pm