



Instructional Assessment
October 18, 2012
Library 103 – 3:15 pm
Minutes

Attendees: Brad Benjamin, Jim Dillinger, Brendan Glaser, Armando Herbelin, Natalie Richie (Recorder), Gina Osborn,

Absent: Tim Allwine, Hiedi Bauer, Laura Brener, Catie Graham, Wendy Hall, Kanna Hudson, Sue Yarbrough

Call to Order: 3:20 pm by Brad Benjamin

Discussion Items

- **Communication Rubric:** Discussion was held on the review process for the communication rubric. Brad will send the outcomes from the communication rubric to faculty for review/feedback, background information on previous revisions will be included. All revisions/feedback will be reviewed at the November meeting. The goal is to make adjustments to the outcomes on the rubric, send to Instructional Council for approval as needed, and present revised communication rubric at the next assessment day.
 - **Action Items:**
 - Brad will email communication rubric & background information to faculty.
 - Natalie will invite Dan Schabot to attend the December meeting to provide feedback on the communication rubric.

- **Critical Thinking:** The Critical Thinking handout from September 13th, 2012 was distributed. There was discussion on the need to compile all of the examples obtained through assessment into a valuable resource which can be used as a reference across the curriculum and easily implementable in the classroom. Further discussion will occur at a future meeting.

- **Assessment Dates:** Future assessment dates have been scheduled for: 1/4/13, 4/5/13, 1/3/14, 4/4/14. Discussion was held on the logistics of the January 4th assessment date. A suggestion was made to form sub-committees to distribute responsibilities associated with assessment days.
 - **Action Items:**
 - Brad will send out a call for volunteers to join sub-committees for upcoming assessment days.
 - Brad, Brendan, Wendy, and Armando will meet to create a master timeline which help guide the committee on future tasks.

Next Meeting: November 15, @ 3:15 pm in Library 103

Meeting Adjourned: 4:25pm