



Instructional Assessment
December 6, 2012
Student Center Conference Room A – 3:15 pm
Minutes

Attendees: Hiedi Bauer, Brad Benjamin, Merry Bond, Wendy Hall, Gina Osborn, Armando Herbelin, Natalie Richie (recorder)

Absentees: Tim Allwine, Laura Brener, Jim Dillinger, Brendan Glaser, Catie Graham

Call to Order: 3:15 pm by Brad Benjamin

Agenda Items:

- **January 4th Agenda:** The January 4th Assessment Day Agenda was distributed to committee members for review. The goal for the Assessment Day is for departments to complete their Curriculum & Program Review. The Office of Institutional Research is collaborating with Career Pathways staff to create employment maps and provide labor market data to faculty in all programs. There was discussion on uploading the employment maps online for marketing & advising purposes. This will be something to consider at our next meeting.
 - **Action Items:**
 - Natalie & Brad will coordinate event logistics (IT needs, refreshments, handouts).
- **Numeracy:** There was discussion on whether to change the title “Numeracy” to be consistent with other colleges; Quantitative Literacy, Quantitative Reasoning. Overall, the committee felt the term aligns with what we are trying to capture, and it was decided to leave as Numeracy.
- **Global Skills Poster:** The Global Skills poster project will proceed now that the committee decided to continue to use the term “Numeracy”. The purpose of these posters is to notify students of goals for their college career.
 - **Action Items:**
 - Wendy will email out the draft for review and send to production in January.
- **Hiedi – State Board Assessment Retreat update:** Hiedi provided the committee with a general overview from the November Assessment Retreat. She discussed 4 key points: Prior Learning Assessment, Prior Learning Laws (coordinator position & website requirements), K-12 Placement testing, & two Assessment Methods.
 - **Action Items:**
 - Hiedi will contact Tamra Bell to ensure we are in conjunction with state mandates.

Other Discussion Items:

- **Critical Thinking Rubric:** Brad attending the December 4th Instructional Council meeting and presented the proposed changes to the Critical Thinking Rubric. The council approved excluding “from a variety of sources” from Outcome B.
- **Summer Institute:** There was discussion on inviting Student Services to the Summer Institute or the Fall In-Service week training to keep open lines of communication.
- **Winter Assessment Retreat:** Hiedi will look into attending the Winter Assessment Retreat.
- **Next Meeting Agenda Items:** Discuss suggested changes to the:
 - Communication Rubric
 - Critical Thinking Rubric

Next Meeting: January 17th at 3:15 pm in Library 103

Meeting Adjourned: 4:00 PM