



Instructional Assessment
January 17, 2013
3:15pm in Library 103
Minutes

Attendees: Tim Allwine, Hiedi Bauer, Brad Benjamin, Merry Bond, Jim Dillinger, Brendan Glaser, Wendy Hall, Gina Osborn, Armando Herbelin, Natalie Richie (recorder), Mavoureen Rister

Absentees: Laura Brener

Call to Order: 3:20 pm by Brad Benjamin

Introduction of new member: Mavoureen Rister, Transitional Studies replacing Catie Graham

Agenda Items:

- **Winter Assessment Day Review:** Overall we achieved what was set out to accomplish: majority of departments made good progress on their Curriculum & Program Review, guest speakers were engaging, and information provided was useful & applicable. There was discussion on whether future assessment days should be full or half days.
 - **Action Items:**
 - Wendy will upload the link to the career pathways to the Instructional Assessment Committee Page.
- **Critical Thinking Rubric:** Will be discussed at the February meeting.
- **Global Skills Poster:** The Global Skills poster is complete, a big thanks going out to Maya Muller for putting this together. The next step is to distribute these across campus.
 - **Action Items:**
 - Committee members & work study students will distribute posters around campus.
- **Spring Assessment Day, April 5th:** Sections F & G of the Curriculum & Program Review will be covered. The committee decided to add an evaluation portion, section H, to receive feedback on the Curriculum & Program Review process. Daniel Schabot will be invited to a future meeting & the spring assessment day to discuss communication assessment.
 - **Action Items:**
 - Brad and Wendy will draft questions for section H and bring their suggestions to the February meeting.
 - Brad will contact Daniel Schabot to discuss meeting logistics.
- **Collection of Communication Artifacts:** There was discussion on how/when to request student assignments from faculty for communication artifacts.
 - **Action Items:**
 - Brad will send out an "Assessment Email" regarding: the collection of communication artifacts, winter assessment follow up, and links to the rubric.
- **Summer Institute:** Applications for the summer institute will be available early spring.

Next Meeting: February 21st at 3:15 pm in Library 103

- **Agenda Items:**
 - Communication Rubric
 - Guest Speaker - Daniel Schabot
 - Review questions for Section H

Meeting Adjourned: 4:12pm