



Instructional Assessment
May 9, 2013
Library 103 – 3:15 pm
Minutes

Attending Members: Tim Allwine, Brad Benjamin, Merry Bond, Wendy Hall, Armando Herbelin, Gina Osborn
Natalie Richie (Recorder)

Called to Order: 3: 15 pm by Merry Bond

Agenda Items:

- Summer Institute staff – Twenty faculty members applied to participate in the 2013 Summer Institute was reviewed by the committee. There is a need for 9 readers, 1 coordinator, & a couple alternates. Brad will submit the committee's recommendation to offer the Summer Institute the week off August 1st – 5th when the most Full Time Faculty are available. Wendy will notify applicants who are selected to participate.
- June meeting rescheduled – The June meeting will be rescheduled for June 6th at 3:15pm in Library 103.

Discussion Items:

- A discussion was held on ways to improve the Curriculum & Program Review documents to make them more user-friendly and incorporate data.
- A discussion was held on the need to create a universal assessment tool that could be shared with all departments to identify where the holes are within a course curriculum. Suggestions included conducting exit exams to establish if course outcomes were obtained & offering a student information pre-test in CANVAS.

Next Meeting: June 6 @ 3:15 pm in Library 103

Meeting Adjourned: 3:50pm