



**Instructional Assessment**  
**February 20, 2014**  
**Library 103 – 3:15 pm**  
**Minutes**

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**Attendees:**

Tim Allwine, Hiedi Bauer, Brad Benjamin, Merry Bond, Brendan Glaser, Wendy Hall, Natalie Richie (Recorder)

**Call to Order:** 3:15 pm by Brad Benjamin

**AGENDA ITEMS**

**KPI Data:** A brief overview of the KPI data was held.

**Accreditation Update:** Discussion was held on a recent notification received by the NW Commission. The focus of the fall visit has been changed from Standard 2 to Standard 5. This expectation will be in addition to Standard 2 work currently being completed. Standard 5 has a primary focus on Mission Fulfillment, Adaptation, & Sustainability. This places more pressure on the Assessment Committee, and faculty, to fulfill the work plan established. The primary goals for the next few months will be to identify how data is accessed and how the data collected is used. A recommendation was made to contact the NW Commission to request a recommendation on how to proceed with the limited notice on Standard 5. Wendy concurred and will contact the NW Commission.

**Spring Assessment Day:** Discussion was held on how to focus efforts during the spring assessment day per the newly identified Standard 5 expectation. A recommendation was made to have faculty pre-identify a program outcome and a plan to assess this outcome before attending the April 4<sup>th</sup> Assessment day. This information will be sent out through multiple avenues: Deans, Brad and committee members. A plan was made to start the day off as a large group, offer break out time to complete work & provide a "Assessment 101" session for those who are new to the process, and end the day by coming back together to report out on findings. The committee recommends encouraging 100% involvement by all discipline. Disciplines without full time faculty members have been identified and adjuncts faculty are being approached to complete the necessary Curriculum & Program Review work for this area.

**Next Meeting:** March 13, 2014 @ 3:15 pm in Library 103

**Meeting Adjourned:** 4:15pm