



Instructional Assessment
April 14, 2016
LIB 103 – 3:30 pm
Minutes

Members present: Brad Benjamin, Liz Engel (for Merry Bond), Jim Franz, Amber Lemiere, Holly McShane, Stefanie Neill, Julie Smith (recorder), Guest: Kelly Hall.

Call to Order: 3:30pm

Agenda Items:

- **Debrief: Academic Master Planning Session-**
 - What worked well?
 - 6 points presented at AMP session
 - Time to work in groups
 - Amount of time to work on planning/assessment
 - Working in groups and planning for the future
 - Pre-test/post-test
 - Gallery walk
 - What didn't work as well?
 - Gallery walk seemed to be cut short on time, but that did create more time to work within our departments
 - Will there be follow up from Brendan? Kelly will ask Brendan what the next steps are and relay that information to the committee at the next meeting.
 - Will there be a summary of findings? Where is the Gallery going?
 - Was the integration with existing assessment processes sufficient?
 - Yes. Many departments used sections C through F (Curriculum, Environment, Resources, and Reflection) to better inform our pieces of the AMP.
 - Feedback re: Brendan's slide about evaluating the summer institute to see if it still meets our needs?
 - Continue to work on AMP in small "chunks" every two years within assessment days so that it isn't such an enormous undertaking we try to take on every five years. This will better help align the AMP and C&P review.
- **Mock Accreditation/Peer Evaluations-**
 - Committee agreed this is a good way to look at curriculum reviews from other departments and assist them, if needed.
 - Mid-cycle assessment-good time to show examples of well-written curriculum reviews.
 - Peer evaluations might be a good example of best practice to help faculty and departments understand the assessment process.
 - Prof/Tech vs. DTA examples. Two rooms will be reserved. Prof/Tech will review within their areas; DTA will review within their areas. Final assessment will reveal best practices.
- **Assessment Orientation** – We are in favor of Wendy developing a course that will show new faculty how the assessment process works. We think that the orientation should not run during in-service week when new faculty are so bombarded with new information and meetings.
- **Summer Institute** – Recruiting starts now for Summer Institute!
- **Artifact Collection** – Brad will send another email to instructors reminding them of the need for Critical Thinking artifacts. Committee members were encouraged to remind their departments of the need for these artifacts.

Standing Item:

- **Strategies for increasing C&P review participation** – Tabled

Next Meeting: May 19, 2016

Adjourned: 4:30 pm

Our Mission:

The mission of Lower Columbia College is to ensure each learner's personal and professional success, and influence lives in ways that are local, global, traditional, and innovative.