**Assessment Committee Meeting Minutes**

**September 18, 2020 via ZOOM**

**Present:**  Dr. Purnima Sharma, Debbie Cresap, David Stoffel, Darcey Ferrell, Jennifer Lantz, Pat Roper, Mary Jean McIntosh, Daniel Gomez, Rustem Mulyuk, Dana Indermuhle, Michael Lawson, Dr. Dennis Bills, John Lantz,

* Presentation from Dave Stoffel on creating assessments in Blackboard. Kim Patterson can add SLO’s to our blackboard class which then can be aligned with the modules & activities. Reports can be run with aggregate data that can be imported to WEAVE. Third party software/activities can even be aligned once the activity is in the gradebook.
* Presentation from Debbie : 3 big goals
1. Ensure HLC compliance
	1. Assessment training for faculty and staff
	2. Make connections between program and courses outcomes with Student learning outcomes with specific action plan activities, targets, findings, analyses, recommended improvements, and follow through at next assessment.
2. Refine assessment processes by streamlining forms in WEAVE and making assessment a continuous process for Program Directors and faculty.
3. Create connections between the annual internal course and program assessments to the 5-year CTCS Program Reviews.

Debbie started a screen share to review: course assessment template, program assessment, program assessment plan, combined program & CTCS program review, General Education assessment plan (CRJ), peer review form now in WEAVE. Survey to be sent to assessment committee for feedback & approval of these items. Follow up from survey: Darcey emailed the survey immediately following the adjournment of this meeting. Six of 11 members responded with approval of the changes.

Institutional Assessment plan is being updated/revised to document the improvement in assessment being made using WEAVE.

Debbie will be attending a WEAVE training to create Curriculum mapping in WEAVE.

Next Step to work with PD & faculty. Faculty can be proactive and working on their plans for assessment, especially using the assessment piece in Bb as presented from Dave (above).

Question about how often courses will be assessed. Answer: In the past we were on a 3 year cycle. Assessment should be ongoing, on an annual basis. Make sure to complete a follow up & don’t have to assess every course every time. It’s ok to assess SLO 1, then SLO 3 the following year. COs to be assessed will be identified in the assessment plans so that none are missed over a three year period.

* Peer Reviews will be coming in November, or earlier if all reports are in.
* Next assessment meeting will be Oct. 2 @ 11:00

Respectfully submitted by Darcey Ferrell, Faculty Chair & Jennifer Lantz