

Assessment Council

IPFW Campus

Meeting Minutes
September 19, 2016

MEMBERS PRESENT: K. Johnson, D. Huffman, J. Hook, B. Price, N. Mann, S. Anderson, J. Khamalah

MEMBERS ABSENT: A. Downs, N. Jackson, J. Hersberger, K. McDonald, T. Swim, K. Stoller, S. Ding, B. Lundy Jackson

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Kent started the meeting at 12:06 in KT 178.

HANDOUTS: Agenda, Revised Appendix D v2 of SD 15-06, and Appendix E of SD 15-06

OLD BUSINESS

- **Appendix D v2 of SD 15-06 update** – discussion items included: collaborative training workshop desired for a common understanding and application across multiple dimensions; more descriptive language wanted for words “most, portion, all, some, sufficient, etc. “; and make rubric less subjectable. For council review at the next meeting, Kent will update the precision of Appendix D. Kent will also check into the process required to update the appendix.

NEW BUSINESS

- **Election of Chair** – postponed to October meeting.
- **Timeline for departmental assessment report** – the [timeline](#) is now available. Due to the lag in assessment reporting and assessment council feedback, Kent suggested that the timeline be tightened up by making the college level assessment committee reports due at the of the fall semester. This change would allow for more timely feedback from the Assessment Council. Joseph commented that sufficient funds would be required to shorten the reporting timeframe. Additional feedback on this idea is welcomed.
- **Appendix E of SD 15-06 and Memo update** – changes to this appendix will be considered after Appendix D updates are finalized.
- **Fall Assessment Academy Workshops and Website** – there are three College Committee Workshops planned in October. Kent invited everyone to view the updated [assessment website](#).
- **Assessment Software** – Kent suggested that the council discuss making a formal recommendation for assessment software at the next meeting.
- **Spring Assessment Academy plan** – postponed to October meeting.
- **Criteria for evaluating College Level Assessment Reports** – postponed to October meeting.
- **Good and Welfare** - none

Committee Motions, Results and Actions

None

FUTURE MEETINGS

- November 21, 2016 from 12:00 – 1:00 in KT G83

ADJOURNMENT

- The meeting ended at 1:09 p.m.