

**Instructional Assessment
Sub-committee**

April 13, 2007

1:30 pm – 3:00 pm; Library 113

AGENDA

1. Approval of Discussion Notes from February 2, 2007 meeting – Dr. Paul Matney
2. Recognition Lunch- Dr. Paul Matney
3. Discuss Committee Recommendations - Danita McAnally
 - Instructional Assessment Sub-committee
 - General Education Competency Committees
4. Discuss Training for Departments- Support Courses – Danita McAnally
 - Discuss upcoming sessions
 - Discuss PowerPoint Handout
5. Training for Disciplines- Primary focus of a major- Danita McAnally
 - Rescheduled in August
6. Report from each General Education Competency Committee Leader
 - Discuss strengths/challenges of committees
7. Reports on Progress of each General Education Competency Assessment – Kara Larkan-Skinner
 - Brief update on overall Gen Ed Assessment
 - Discuss approaching faculty for participation in 2007-2008
 - i. Continue as is
 - ii. Reach out to departments
 - iii. Lottery system
 - iv. Other ideas
8. Other
9. Next Meeting – ?? – Dr. Paul Matney

**Instructional Assessment
Sub-Committee
NOTES**

April 13, 2007

Attending: Wendy Poling, Dan Ferguson, Jim Powell, Susan Burgoon, Joe Gandy, Kara Larkan-Skinner, Danita McAnally, Ann Hamblin, Mark Rowh, Paul Matney, Jill Gibson, Brandy Hayes

Absent: Delton Moore, Sheryl Mueller, Mark Usnick, Damaris Schlong

Guest:

Approval of Discussion Notes from March 13, 2007 – Dr. Paul Matney

A motion was made by _____ to approve the discussion notes and seconded by _____. Motion carried.

Recognition Lunch- Dr. Paul Matney

Discuss Committee Recommendations - Danita McAnally

Instructional Assessment Sub-committee
General Education Competency Committees

Discuss Training for Departments- Support Courses – Danita McAnally

Discuss upcoming sessions
Discuss PowerPoint Handout

Training for Disciplines- Primary focus of a major- Danita McAnally

Rescheduled in August

Report from each General Education Competency Committee Leader

Discuss strengths/challenges of committees

Reports on Progress of each General Education Competency Assessment – Kara Larkan-Skinner

Brief update on overall Gen Ed Assessment
Discuss approaching faculty for participation in 2007-2008
Continue as is
Reach out to departments
Lottery system
Other ideas

Other

Next Meeting – August

Adjourned – 3:15 p.m.

#2 Thank everyone for their participation and how the work was valued.

Days of the week for lunch, Lincolns @ 1:30 – 3:00, April 23, 2007. All agree
Brandy call to reserve
2nd choice BL Bistle (stand by)

#3 Danita explain handout of membership

Ask members to recommend replacements

President's Cabinet makes the appointments but would favor this committees recommendations

Jill and Susan feel they are feeling they now understanding and want to stay

That leaves 2 new eyes (if Jill & Susan stay) Matney says too many new eyes would not be good right now.

Joe suggest Kay Taylor

Paul suggest Richard Pullen

Must get Sheryls approval

Paul suggest Ann Hamblin

Susan suggest Barbra Taylor

Seems interested

Claudie Biggers

Michael

(Side note) Chemistry Emery

Wendy would like to see a math person

Amie Martian – has good questions about assessment

All on Gen Ed Comp remain the same

#4 Danita explains the support

Leadership roles have to have a better understanding

Powerpoint was altered from previous on used

Sample PET Forms will be ready for the meetings. "Only for Ideas" not have to

Paul suggest

After Gen Ed complete Jeff Soybert come back to give "pep talk" to faculty

Danita agrees as well as the group

Invite area community college for fee to hear him also

#5 See Agenda

(Stress Importance) Work harder with Department & Division Chair Kathy W. & Dwight
New Committee

Department Chairs

Program Coord

Program Chairs

Lots of Fuzzyness on apt. required, optional, not important
Danita suggest to have on all agendas for faculty meetings

#6 (side note) Assignment ready by 1st of August for a meeting

Jill reports ready for fall

Mark reports not ready for fall

Changed question for rubrics not getting what they want

Will meet with Kara to discuss

Danita

Need formal recommendation of computer literacy...(what)

Susan

Ready – possible need change, not likely

Jim

Not quite ready but still will go forward

Rejected several options

Rebric tight as much as possible

Joe

Still working on it, math is broad based not everything works for each area

Dan

Developing a plagiarism quiz – online – tutorial comp. I & II

#7 Kara

16 out of 40 assignments not received

email goes out 1 week to 2 weeks prior to the assignment (been push back)

22 left to turn in

will begin calling people in May for reminder

approach faculty suggestion

must get with Division & Department chairs

Susan give sample of things to do

See Kara notes-

Paul will call Jeff Seybert for “Pep Rally”

Approach Division Heads/Department Heads

Explain better what an “assignment” is

Encourage Departmental Competition

Give Division/Department Specific Numbers

Kara attend Department meetings

Ppt. not eval. You or your course

Gifts for respondents

Give department chair goals for assignment

Joint submission (3 or 4 speech)

#8 Other

Use as assessment

English tutorial of Comp literacy

On website

Or everywhere
To test on that

Another use of software database