

Academic Assessment Committee Meeting Approved Minutes Dec 2, 2015

Members present: Lynn Rumfelt, Brian Webb, James Williamson, Brenda Johnson, Cindy Casebeer

Members absent: Jeffery Knighton, Terry Betkowski, Peter Higgins, James Awbrey, Cortney Grubbs, Masoud Nourizadeh, Satyajit Karmakar, Annette Jackson, Beth Pye

Visitors Present: Tom Aiello, Jeff Rogers

Minutes:

Meeting commences at 2:00pm

Quorum not met, no official business conducted.

Informal Discussion of CPR Procedural Handbook designed by B. Johnson.

- L. Rumfelt thanks B. Johnson for work on the handbook.
- B. Johnson states that handbook is not and will not be official policy, just an instruction manual for future Assessment Committee and CPR taskforces.
- J. Rogers ask question regarding the purpose of the handbook
 - L. Rumfelt and B. Johnson reply it is to inform and guide Assessment Committee, APC, and taskforces on the purpose and procedures of the Assessment Committee.
- T. Aiello asks questions about the Institutional Research representation on the committee, evaluation of programs based on diversity, and the provost charge of the committee.
 - L. Rumfelt shows changes to IR representation on the committee
 - Discussion on changing the wording of document to not include a charge from the provost (since no quorum, topic to be revisited at next meeting).
- Discussion of process of adding new survey question to student satisfaction survey.

Meeting adjourned at 2:51pm.