

**Assessment Committee Meeting Minutes**  
**December 3, 2007**

In attendance:

B. Hosch, K. Kostelis, A. Pozorski, S. Lesik, J. Jones, S. Adair, M.A. Nunn, P. Petterson, C. Morano

Committee members are asked to email their spring schedules to Braden in order to set up next semester's meetings.

A draft report on general education objectives for assessment was prepared by M. Nunn, S. Adair and J. Jones. Details will be refined in the report before it is presented to the Faculty Senate on Dec. 12. The Academic Assessment Committee voted to endorse the report.

After making one small correction, the Committee voted to approve the Nov. 16, 2007 minutes.

The Committee reviewed and discussed the "Policy on Academic Assessment" document. Braden will make additions and corrections to the document and send the policy to Committee members for approval. It was agreed that the faculty needs to see the assessment policy model in order to initiate dialogue. The draft policy proposal will be sent to the Faculty Senate via Tim Craine and Abigail Adams for open feedback. The names of the Academic Assessment Committee members will be included. Representative from the AAC will be present for questions and answers at the Faculty Senate. Braden will prepare an online depository for an inventory of assessment results. The responses will be reported to the Office of Institutional Research and Assessment. This information will be sent to the outside community sometime in the future. For now, it will be password protected for on-campus communication until there is faculty "buy-in."

Future discussions will include a description of the functions of the Academic Assessment Committee including bylaws if needed and any mechanisms for Senate input for making proposals.

The spring meeting schedule is in progress.