

Academic Assessment Committee

Minutes for December 7, 2009

In attendance: C. Broadus-Garcia, B. Hosch, T. Jarmoszko, J. Lefebvre, C. Menoche, M.A. Nunn, A. Pozorski, Carol Morano (guest)

Review report submissions

The Committee reviewed report submissions for Finance (BS), Management (BS), Manufacturing Engineering Technology (BS), and Political Science (BA), and identified points for feedback for these programs. Feedback will be worked into letters and sent back to programs. Reviews also included examination of summarized feedback from rubrics submitted to OIRA.

New Business/Actions Items

Business at the February and March meetings:

- B. Hosch will have finalized the general education reports for AAC members to review and sign off.
- The Committee will finish reviewing reports from Reading and Language Arts (MS and SYC).
- It was decided to undertake three reports from programs of committee members starting with English.

B. Hosch and M.A. Nunn will strategize feedback letters being sent out to departments in January.

Meeting adjourned

The meeting was adjourned at 5:05 p.m. Next meeting will be February 1, 2010, 3:30 to 5:00 p.m. in the **Blue and White Room**, Student Center.

Respectfully submitted,
Carol Morano

Meetings for 2009-10 are listed below.

Day Date Start End Location

M 2/1/2009 3:30 PM 5:00 PM SC Blue & White (note: different location)

M 3/1/2010 3:30 PM 5:00 PM SC 1849 Room

M 3/15/2010 3:30 PM 5:00 PM SC 1849 Room

M 4/5/2010 3:30 PM 5:00 PM SC 1849 Room

M 4/19/2010 3:30 PM 5:00 PM SC 1849 Room

M 5/3/2010 3:30 PM 5:00 PM SC Blue & White