ACADEMIC ASSESSMENT COMMITTEE MEETING
September 13, 2007
3:00 pm
C-2007

Present: Connor, B., Forneris-Schahrer, L., Gawlik, W., Krause, S., LaTour, K.,
(Coordinator), Keller, S., Lee, M., Magruder, M., Offerman, J., Stroud, B., Suchy,
C., Zuro, S.

Absent: Anderson, C., Boudreau, S., McKeon, S., Schley, C., Smith, R.

CALL TO ORDER
K. LaTour opened the September 2007 Academic Assessment Committee meeting at
3:15 pm in C-2007. Attendance was taken.

MINUTES
Sue moved to approve the August minutes and Lori seconded. They were approved
unanimously.

OLD BUSINESS

I. Kristin began with an update on the Academy for Assessment of Student Learning. A
formal letter of agreement has been signed by Dr. Proulx and returned to the HLC. A
copy will be sent to committee members with the Sept. minutes. Joe Offerman or
Ryan Smith and Kristin LaTour will attend an informational meeting Sept. 20-21 and
have a better idea of what the Academy work will entail. Chairs have been updated as
well and informed that faculty will be asked to participate from various departments,
probably gen. ed. based departments since the project we undertake in the Academy
will most likely focus on gen. ed.

II. Kristin asked if anyone was interested in the Assessment Institute in Indianapolis
from Nov. 4-6. The website for the conference is www.planning/iupui.edu/51.html.
She again reminded everyone that faculty who are not on the committee are also
welcome to attend.

III. Joe handed out information on becoming a Peer Reviewer for HLC’s AQIP
accreditation process. More information can be found on the AQIP website
www.aqip.org and looking for Peer Review Corps. We’ll start a sign-up sheet next
month. We have to pay for the training, and HLC only accepts 1-2 applicants at a
time from each school. Our list will act as a waiting list and we will add names as we
can.

IV. Kristin mentioned that the website for the committee is very outdated and not user
friendly. She’ll start working on getting it more up-to-date. She has an email in to Jeff
Julian and hopes to hear from him soon.

V. Assessment planning in departments is underway! Kristin has already heard from
people about their plans. Yay! Keep up the good work! She encouraged everyone to
try and get plans in by the November meeting if not sooner.
NEW BUSINESS

I. Dennis Haynes has given Kristin the suggestion to start a newsletter along the lines of what the Diversity Committee is doing. Kristin is on top of it.

II. Kristin has been working on a revised handbook incorporating a list of duties for department representatives, information on assessment, and other areas. She will email it out in the next week or two for everyone to review. Please share the list of rep. responsibilities with your whole department and bring back feedback. Especially important is language about having teaching experience at JJC. We will take all feedback into account before instituting final language and guidelines.

III. We have not had a formal application in the grant process, and we need to get a budget line for grants for next year. We could have mini-grants for individual faculty and major grants for departments or multi-disciplinary groups. Scott Keller and Bill Stroud volunteered to help Kristin in a subcommittee to get an application and process going.

IV. Kristin brought up that we have had discussions in the past about the negative connotations that the word “assessment” brings up in people. She moved that we change the name of the committee from Academic Assessment to Student Learning. Bill asked if there weren’t already, or in the past a committee with that name. Kristin explained that there was, but it supposed to be a sub-committee of the Assessment Committee and had a short life researching how to assess gen. ed. Lori seconded and a vote for the change was unanimous.

Steve moved to close the meeting. Meeting Adjourned at 3:50.