

**MINUTES OF THE ACADEMIC OUTCOMES ASSESSMENT COMMITTEE
TUESDAY, NOVEMBER 8, 2005
LIBRARY 401**

Ken Harrison called the meeting to order at approximately 3:30 p.m.

Voting Members in Attendance: Dr. John Boyd (co-chair), Mr. Tim Green, Mr. Ken Harrelson (co-chair), Ms. Carlotta Hill, Ms. Kayla Fessler, Ms. Sara Mathew.

Absent Voting Members: Dr. Kristy Bailey, Ms. Brenda Breeding, Dr. Jo Ann Cobble, Ms. Judith Martin, Mr. Ray McCullar, Ms. Mary Panches.

Others in Attendance: Dr. Jim DeChenne, Dr. Janet Perry, Dr. Jim Schwark, Mr. Max Simmons, Dr. Cecelia Yoder.

Announcements: Ken Harrison welcomed everyone to the meeting. He informed the Committee that Dr. Susan Tabor will not serve on the Committee during the spring semester, but will return in the fall.

Approval of Minutes

Due to not meeting a quorum, the minutes were not motioned for approval.

Student Brochure

Draft copies of the *Academic Assessment Awareness Student Brochure* were distributed. Ken Harrelson asked the Committee to view the brochure and forward him suggestions or changes. The office of marketing and public relations will design the final brochure.

Higher Learning Commission Meetings

Dr. John Boyd and Ken Harrelson announced that they will be attending the Annual Higher Learning Commission meeting on March 31-April 4, 2006 in Chicago, IL.

John Boyd encouraged Committee members to attend the Higher Learning Commission Assessment Workshop scheduled for February 8-10, 2006 in Chicago, IL. This workshop is designed to put teams of 3-8 people together to work on student learning assessment. More information can be found at www.higherlearningcommission.org.

Spring Focus

Dr. John Boyd reported that trend analysis will be the new focus in the five year assessment plans. The current plans will remain as written, but future assessment plan will include trend analysis.

Dr. Boyd informed the Committee that Dr. Janet Perry is conducting a graduate survey. She will send Christmas cards to each division asking faculty to sign them. These cards will be sent to the graduates along with a survey.

Ken Harrelson asked the division of information technology to present their assessment plan in the spring.

The meeting adjourned at approximately 4:14 p.m.