

**MINUTES OF THE ASSESSMENT COMMITTEE MEETING
NOVEMBER 27, 2007
LIBRARY ROOM 407**

Gary Tucker called the meeting to order at 3:04 PM after a quorum was reached.

Voting Members in Attendance: Ken Harrelson, Dr. Jo Ann Cobble, Dr. Steve Shore
Ms. Sara Mathew, Ms. Kathy Cupp, Ms. Rosemary Klepper, Ms. Pam Stout, and Dr.
Susan Tabor.

Absent Voting Members: Ms. Leaugeay Barnes, Ms. Brenda Breeding, Mr. Michael
Boyle and Mr. Ray McCullar

Non-voting Members in Attendance: Dr. Janet Perry, Ms. Vicki Gibson, Mr. Jim
Schwark, Mr. Gary Tucker, Dr. Tamara Carter (for Mr. Max Simmons) and Ms.
Catherine Kinyon

Approval of the Minutes: The motion to approve the minutes of the November 1, 2007
meeting was made by Ken Harrelson and seconded by Ms. Pam Stout.

Vote:

For 8

Against 0

Abstained 0

Motion Passed

Assessment Week Discussion:

Assessment Week is February 25-29. The ACT student opinion survey and three more
CAAP tests (Two Writing and One Critical Thinking) will be administered during
Assessment Week. The instructors of classes being impacted will receive notification
prior to winter break. Dr. Steve Shore is working with Michael Cline on Poster/Banner
design. Trish Bilcik is working on "Assessment Activities" to be held in the general
dinning area during Assessment Week.

National Assessment tool for Business Degree Discussion:

The Business Department of OCCC has piloted an ETS assessment tool for Business
degrees. This new assessment stems from an assessment used with four year programs.
This assessment would provide more business specific information important to business
curriculum development and provide a point of comparison to monitor student process
through the program. This assessment will be built into Business Communication; non-
Business majors taking course will be exempt. Having met with positive responses, the
Business area will continue to pursue this new assessment.

Online Student Survey Tool Discussion:

All interested parties were invited to attend a phone based demonstration of a survey company. This assessment would be a change from the current paper SII. The system can generate follow-up questions for negative responses to obtain more specific improvement data. Faculty can design their own questions which will be viewable only by them.

Motion to adjourn made by Vicki Gibson

Seconded by Jim Schwark

Motion carried

Meeting adjourned.