

# CEAP Assessment Committee Minutes

October 15, 2018

Present: Lee Nickles, Patricia Bricker, Ellen Sigler, Cathy Grist, Kia Asberg, Sarah Meltzer

## Assessment Dates/Deadlines

### Assessment Plans

- SLO due October 15
- Revised Plans due December 1, Feedback by Feb 1
- Final plan due to college: May 15

### Curriculum Maps

- Initial Draft due November 1
- Final draft due to university April 1

### CIRs

- Ongoing: work on improvement actions
- Assessment Day: February 1, focus on CIR (nothing due)
- Draft due to college for internal review: March 1
- Final due to college for university review: May 15

Deadlines were reviewed, discussed with respect to each other and the work of the committee.

## SLO Review

Plan and proceed

- Review process discussed. Plan:
  - Lee will pull examples of different levels of SLOs from the previous rating
  - Lee will extract the SLO portion of the CIR rubric and SLO training at Strategic Planning Day to create a checklist to review SLOs
  - Lee will divide the committee into teams of two and distribute SLOs for review
  - Reviews by teams due back to Lee on November 9<sup>th</sup>
- Discussion of Assessment Plan review ensued. Noted we need to develop a checklist for assessment plan review. Lee and Patricia will work on this as there is no university-level review system as yet.

## PowerPoint for Assessment

Morgan Gray, Lee's GA, is working on a powerpoint introduction to assessment, targeting new program coordinators. It was noted that this could also be a good resource for all program coordinators. Lee and Morgan will review and bring a draft to the next meeting.

## Other Assessment Needs?

On discussion, needs seem very individual to each program. It is difficult to plan overall initiatives to assist the college as each program is at a different place.