MCC Assessment Committee       Meeting Minutes

September 1, 2011

Present: Erin Hoffman, Tracy Lee, Jessica Graf, Sherri Chandler, Chris VanOosterhout, Pam Brown, Kathy Krentz, Andy Wible, David Wiggins, Marcia Truxton, Ed Breitenbach

The meeting began with a review of the minutes from the July 28, 2011 meeting. There were no questions or discussion related to these minutes.

Next, the group talked about the Assessment faculty break-out session on August 23. It was great to see that the Assessment session was the best attended session with 45 faculty members. The presentation was very well done, and the faculty members who came to the session seemed to appreciate the efforts of the Assessment Committee.

Following this discussion, the group examined the four worksheets that were filled out at the Assessment session. Discussion focused on whether to try and get the remainder of the worksheets that were not left at the session from participants. Ed would try and contact the faculty members to try and get these back for review if possible.

Next, the group tried to determine what exactly was needed to satisfy the HLC in terms of the upcoming progress report. Some members of the group felt we could be more general in the assessments that are chosen, and other members of the group felt the assessments had to be better defined. In other words, these members felt more structure was needed. This led to an effort to draft a flow chart of what the group desired from this process. The flowchart is shown below:

**4 General Education Core Learning Outcomes**

<table>
<thead>
<tr>
<th>Communication</th>
<th>Problem Solving and Technology</th>
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<tr>
<td>Ethical Reasoning and Creativity</td>
<td>Personal, Social, and Cultural Awareness</td>
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**Communication**

**Benchmark** (80% of students can __________________________)

Develop a **rubric** to evaluate the benchmark

**Assessment** is given

**Data** is kept

**Discussions** take place

**Learning** advances
Next, the group discussed the possibility of having some willing faculty identify a Gen. Ed. Learning Outcome, connect this to an assessment that they already use, give this assessment in the fall, and collect data to use as a baseline or for a pilot test. The group seemed to feel we were not ready for this step, and it would be useful to be more organized and develop the process before moving to this phase.

The group then talked about inviting different faculty members to future assessment committee meetings to work with them to identify Gen. Ed. outcomes, choose benchmarks, and possible assessments / rubrics. The purpose of inviting these faculty members would be to collaborate with them, exchange ideas, and build support for future assessment efforts. The group felt that some faculty members from the English dept. would be a good group to invite to the next meeting on October 6.

The next meeting is scheduled for Thursday, October 6 from 3:00-4:00 in room 1118.