**Assessment Committee Minutes**

Date: 3.2.18| Begin: 1:30 a.m. End: 3 p.m. | Location: CC-126

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| **Desired Meeting Outcome** | **Minutes** |
| Conference | Washington State is running an assessment, learning & teaching conference (guided pathways) and it’s being held in Vancouver on May 8th & 9th. If you want to go, contact Jil. There will be funds available to send you there. A follow up by email will be coming from Elizabeth & Jil. |
| Review assessment portion of update | An update to the Board will happen on March 14th. Elizabeth created a document that will be part of a bigger document for Lisa Anh Wang, which will then be presented to the board. See document “ECarney Draft 3-1-18” for the results summary. |
| Review and discuss draft CAP plan. | Elizabeth handed out a draft copy of the agenda for the CAP planning event.  A suggestion was made to change the flow of activities: do the more concrete items first and then do the more abstract items at the end.  Have the rubric sent out ahead of time, so the team members can score everything and come to the meeting to share the results.  Faculty presentations – these are to show a process and the discovery. The whole cycle didn’t have to be done, just give a glimpse into what is being done. How has this shaped and formed the faculty discussions, etc. – not just the assessment report.  Presentations:  What are the elements that made you feel that your time was well used?  Specifics – what did you do? An assignment, something created for example.  Provide structure (check lists, step by step processed) how people tackled the problem, structures used to approach the issue  Panel format? Collaborate before so they could set things up before.  What are the common questions for assessment now? 2-3 challenges with visual examples to get a smaller side by side comparison. How have you used technology? Creative ways of getting stuff done.  Related instruction problems. How do we assess (math) when we don’t do \_\_\_\_?  Where did people get stuck and how did they get out of the situation?  End on the wins that people have had. |
| Review and discuss draft update documents for Deans and ADs. | Tabled until next meeting. |
| **Present** | Elizabeth Carney (chair), Jil Freeman, Jennifer Bown, Lisa Reynolds, Kelly Mercer, Dawn Hendricks, Mary Jean Williams, Bill Waters, Lisa Nielson, Darlene Geiger, David Mount, Donna Larson, Dustin Bates, Kelly Lawrence (recorder) |