

**California State University Channel Islands
ASSESSMENT COUNCIL**

**Minutes of Meeting
05 April 2006**

Members Present:

Harley Baker
Frank Barajas
Colleen Bennett
Trae Cotton
Marti DeLaO
Caroline Doll
Therese Eyermann
Ernie Gonzalez
Susan Kovari
Steve Lefevre
Maureen McQuestion
George Morten
Dennis Muraoka – Chair

Invited Guest:

Gregory Sawyer

Others Present:

Tia Clarke
Alex Snipes

Approval of Agenda

The agenda for the 4/5/06 meeting was approved.

New Member

New member, Frank Barajas was welcomed.

Approval of Minutes

The minutes for the 3/1/06 meeting were approved.

Assessment Council Chair Report

Dennis expressed his thoughts on the joint meeting of the WASC visiting team and the Assessment Council. We are currently awaiting the written report draft from the WASC team and we expect it will include recommendations regarding assessment, particularly as it relates to academic programs.

The annual WASC conference is next week and approximately 10 representatives from CSUCI will be in attendance. During the conference, Dennis Muraoka, Harley Baker and Ernie Gonzalez also plan to attend the CSU Assessment Council meeting.

Assessment Council Website Sub-committee Report and New Policy on Surveys Sub-committee Report

Technical work is advancing on the Clearinghouse for Institutional Research and calendaring/scheduling functionality. It is expected that the Clearinghouse, where research studies will be posted, will go live soon. The calendaring/scheduling function has proved more complicated from a technical standpoint, however progress continues.

Given this technical progress, the Assessment Council Website sub-committee will reconvene to continue work on procedures and forms to facilitate the new functionality.

Assessment Activities Reports

Ernie Gonzalez (Academic Affairs)

- MAPP, a tool to assess General Education is being used to look at student proficiency levels in Reading/Critical Thinking, Writing Skills and Mathematics. A next step includes a review of the proficiency level descriptions to determine how they correspond with Learning Outcomes in our GE courses. Harley Baker described the challenges they face in aligning Learning Outcomes with the proficiency level criteria (see handout, Preliminary Findings From Spring 05 MAPP Administration, for details).

Steve Lefevre (Academic Affairs)

- The Facilitating Graduation site visit is scheduled for April 24th. During their visit, the Facilitating Graduation team is scheduled to meet with a number of members from the CSUCI community. Steve will forward a copy of the Agenda to the Assessment Council members for their information.

Conversation with the Vice President for Student Affairs

Dr. Sawyer stressed the critical role that assessment plays within Student Affairs. He explained that assessment is not performed in response to external forces, but rather as an internal means to constant improvement.

Initially, their comprehensive program reviews took a three phase approach, self-evaluation, site review and outside evaluation. More recently, a preparatory review has been added as the first step, in an effort to provide a general overview of the process to the participating department. The self-evaluation culminates in an executive summary based on 13 criteria. The site review team includes individuals from campus with an interest in the area under review and this team is typically chaired by a faculty member in order to uphold the integrity of the evaluation. Finally, an outside professional is brought in and asked to report on findings.

Next Meeting

Scheduled for May 10, 2006.