

**California State University Channel Islands
ASSESSMENT COUNCIL**

**Meeting Minutes
6 September 2006**

Members Present:

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

Guest:

Kyle Ragsdale

Others Present:

Tia Clarke

Approval of Agenda

With one addition, the agenda for the 9/6/06 meeting was approved.

Approval of Minutes

With one addition, the minutes for the 5/10/06 meeting were approved.

Introduction

Kyle Ragsdale, Assessment Coordinator for Associated Students, Inc.

Assessment Council Chair Report

Membership Changes: Susan Kovari and Leah Kirklin will no longer be members of Assessment Council.

Assessment Council Annual Report: submitted to President Rush.

Guest Visitors: as a follow up to visits by Vice Presidents in order to discuss assessment efforts in their areas, a suggestion was made to continue these conversations with other members of the campus community. After some discussion it was determined that this should be an agenda item for the next meeting.

WASC: Following a successful Capacity and Preparatory Review, work is underway for the three day March 2007 Educational Effectiveness Review. Current tasks include a preliminary report due to WASC in December. After the visit, a report will be drafted by the visiting team and submitted to the WASC commission, hopefully resulting in accreditation for CSUCI.

New Charge for Assessment Council: President Rush has agreed that the Assessment Council should become a more active body. He concurs that they should conduct periodic assessment reviews of each division, with the ultimate product being a report submitted to him for comment or action.

These new activities will necessitate much effort on the part of the Assessment Council in order to begin the review cycle in Fall 2007. Tasks for this academic year include drafting a policy which summarizes the proposed process, outlining procedures and identifying a review schedule.

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

Ernie demonstrated Assessment Council website features (see attached document).

Discussion is necessary to identify the best method for introducing this new functionality to the campus community.

Assessment Activities Reports

Steve Lefevre (Academic Affairs)

- The Program Assessment and Review Committee (PARC), is charged with assisting programs in assessing learning outcomes, and conducting program reviews. The group made progress over the summer by drafting guidelines for program reviews. This draft is now being distributed to those in Academic Affairs who are responsible for assessment in order to obtain feedback.

Harley Baker (Academic Affairs)

- Faculty teams have reviewed all learning outcomes for GE Math and Science courses and mapped them to general education criteria.
- Consultant, Trudy Banta reviewed Academic Plans for program assessment and review, and offered suggestions for improvement.
- Consultant, Mary Allen held a two day Assessment workshop for faculty, chairs and assessment leaders.
- Faculty orientation included a discussion on the importance of assessment.
- Harley and Joan Karp have begun discussions to ensure that assessment has a positive affect on our students.
- Looking at ways to assess the effectiveness of directed self-placement for first semester English, as the first cohort utilizing this option will graduate Spring 2007.
- The chairs have been asked to provide Harley with a report of program assessment activities for learning outcomes.

Other Business

None

Next Meeting

Scheduled for 10:30, October 4, 2006.