

Institutional Assessment Committee
Meeting date: October 31, 2016 at Noon

Members and Guests Present:

Kay Daigle, Director of Assessment

Jeremy Blackwood
Robert Stevens
Ying Lin
Krista Ramirez

Discussion on the following points:

- Program Outcomes Assessment Reports submissions and status of reviews
 - Format inconsistency (Goals, Outcomes, Measures)
 - Quality varies among reports
- Taskstream and alternative assessment management systems:
 - Check into restructuring Taskstream into a more cost-effective format.
 - Provide a workshop to help users input reports in a structured format for whatever system we might use in the future.
 - Survey Taskstream users and solicit related issues.
- The 3 cycles of reviews should all be completed by the end of the semester.
- Each reviewer will write a summary of their observations to be presented to departmental chairs. In the summary, PLAN exemplars will be noted.
- Our charge was to find an alternative to Taskstream. We have not been able to find an alternative AMS that will function as well as Taskstream. We explored Survey Monkey, Google Docs/Forms, and Blackboard.

Meeting was adjourned at 12:45.

Respectfully submitted by: Kay Daigle