CCAC MINUTES
February 26, 2014

Members Present:  Bethany Bodo (ex officio), Laurie Cubbison, Anna Devito, Chuck Vehorn, Ellen Birx, Michele Ren, Bruce Mahin, Premchand Uppuluri, Margaret Hrezo

Members Absent:  Lee Hicks, Sandra Baker (ex officio), Kim Gainer, Steve Owen, Jack Brockway

I. Minutes from the last two meetings were approved.

II. Old Business

A. Discussion of the use of sampling in the new University Assessment Plan

   Committee members discussed several sampling methods. The committee decided that as the departments develop new assessment plans in response to the revision the learning objectives for Goals 5-11, they should include in those plans a rationale concerning what courses will be assessed and how those courses will be sampled in way that is consistent with statistical reliability and validity. Committee members also

   • Decided that any assessment activities must be a required and graded part of a course
   • Discussed whether it is time to require programs to collate and analyze all data themselves;
   • The need for both flexibility and an adequate sample size in the development of assessment plans in order to foster confidence that our students have met the learning outcome;
   • Whether it was necessary to put the new assessment plan into operation in 2014-2015.

B. Committee members discussed the possibility of developing a standard form for departments to use when submitting their assessment plans. Required information might include:

   a. Description of how assessment will be carried out
   b. Description of sampling procedures
   c. List of questions
   d. Type of assessment (multiple choice, essay, etc.)

III. The meeting adjourned at 5:00 p.m. The next meeting is scheduled for March 26 at 3:00 p.m. in COBE.