**Name of Committee or Group**  
Assessment Committee

**Date of Meeting**  
Friday, October 24, 2014 in All-American Room

**Time of Meeting**  
10:00am

**Individuals Present**  
Rebel Jay, Heidi Bulfer, Brad Bennett, Krista Carter

**Individuals Absent**  
Matt Perdue, Shanda Mattix, Tenley Ortiz, Greg Nichols

**Purpose of Meeting**  
Monthly Meeting

**In the box below, describe agenda items that were discussed and decisions made with appropriate rationale:**

1. Update from Krista Carter on eduKan assessment  
   a. Shared course and program assessment data reports with the committee  
   b. Shared eduKan assessment goals with the committee  
      i. Goal 1: Monitor the program assessment report for downward trends of eduKan graduates compared to on campus graduates.  
      ii. Goal 2: Gather computer preparedness information from the eduKan student mid-course or end-course surveys to determine if an introductory computer applications preparedness course should be required of students taking eduKan courses.

2. Review meeting with HLC  
   a. Program Assessments Summary  
      i. Decided to move the three questions to a one page summary of the overall program instead of answering the three questions for each outcome  
   b. Outcome of not completing assessment - undecided  
   c. “Closing-the-loop” is not just a financial aspect, we also need to keep track of other aspects of this idea  
      i. An audit was suggested for one class on “closing-the-loop” for ½ faculty in the fall and the other ½ in the spring

3. Course outcomes were sent out to faculty to review for the current 2014-15 academic year. Updates and changes must be sent back by November 7th.

4. Open comments/suggestions  
   a. Committee is interested in % of course outcomes completed each semester  
   b. Suggested to inquire if faculty could leave early if assessment was completed

**In the boxes below, record any action items that resulted from the meeting, who is responsible for completing the action and the expected completion date.**

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**In the boxes below, record the Plus/Delta for the meeting (Plus = those things that made the**
meeting successful; Delta = those things that could have been improved

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