

## College Planning and Effectiveness Committee

### Meeting Minutes

April 3, 2009

Present: Mike Delong, Joan Stirling, Rodney Williams, Laura Lawrence, Mary Ellen Hawkins, Jeremy Nicholson, Brad Hollaway and Karla Rush.

Next meeting: May 1, 2009 in C116

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#### I. **Call to order**

Karla Rush provided the two agenda items:

- Assessment Reporting Plan
- Course Evaluations

#### II. **Discussion**

Karla opened the floor to Joan Stirling to discuss her ideas on assessment reporting plan campus wide. Joan feels that we need a master folder placed on the web with all of the information for easy access.

Jeremy Nicholson asked the question, "What would a plan look like?"

The committee discussed the following plan:

Assessment:

1. Student Outcomes
2. Plan
3. Methodology
4. Report

The overall discussion is that we are doing all the assessments, but we don't have it in one place. The calendar serves as source of reporting but the articulation of how we are reaching the results needs to be more assessable.

Karla, Mike, and Joan will review the 2002 self-study and draw up a plan for the committee to look at.

Mike updated the committee on the course evaluation. They were just received the evaluations for the Spring 2009 term and they are getting ready to mail the to the company for scoring. He really like the evaluation that we are currently using, the college is compare at the national average.

Next meeting is scheduled for May 1, 2009 at 11:00am in C116.