

**Assessment Committee
Minutes**

Members present: Casmir Agbaraji, Gholam Ehteshami, Franklin Elliott, Henry Fowler, Daniel McLaughlin (chair), Samuel Quashie, Christine Reidhead, Anita Roastingear, & Melanie Herbery (for Thiagarajan Soundappan). Members absent: Sheena Begay, Samuel Quashie, & Wesley Thomas. Guest: Jerlynn Henry.	Date: Fri Nov 30 2018. Location: SUB 235. Called to order: 11:00 am. Adjourned: 11:20 am.
Agenda items & notes	Action & person(s) responsible
1. Approval of the agenda	
Approved by consensus.	
2. Approval of previous minutes	
Approved by consensus.	
3. Reports	
A. SL101: program assessment. McLaughlin asked again for chairs' encouragement with faculty colleagues under their supervision toward production of end-of-semester assessment reports. Drop-in help will be available to all faculty all day Mon Dec 3 through Wed Dec 5. B. GenEd update. McLaughlin shared update to draft GenEd program profile. Profile will be reviewed and considered by the GenEd Committee at its next regular meeting on Dec 5 2018.	Keep AC informed of assessment reports submitted as well as GEP assessment developments: Daniel McLaughlin
4. Old business	
None.	
5. New business	
A. Spring 2019 assessment priorities. McLaughlin asked chairs again to consult with colleagues about identifying two new programs for assessment development in spring semester. Anita Roastingear suggested that intro session to SL101 be scheduled for entire faculty at spring 2019 convocation.	Design convocation schedule with suggestion in mind to promote SL101 with all faculty: Casmir Agbaraji & Daniel McLaughlin
6. Announcements	
None.	
Next regular AC meeting TBD: Coinciding w/ next regular chairs meeting at spring 2019 convocation	