

## Assessment Committee Minutes

<p><b>Members present:</b> Casmir Agbaraji, Natalie Bedonie, April Chischilly (for Christine Reidhead), Franklin Elliott, Henry Fowler, Jerlynn Henry, Daniel McLaughlin (chair), Samuel Quashie, Christine Reidhead, Dianna Mullet (for Anita Roastingear), Thiagarajan Soundappan, &amp; Jose Vanguardia (for Gholam Ehteshami). <b>Members absent:</b> Sheena Begay &amp; Wesley Thomas.</p>	<p><b>Date:</b> Fri Feb 15 2018. <b>Location:</b> SUB 235. Meeting was part of regular monthly Chairs' meeting.</p>
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	
None.	
4. Old business	
None.	
5. New business	
<p>A. <b>Report Card 2019.</b> Blank report card was shared, indicating all NTU academic programs, organized by department and persons responsible for academic assessment. We must do better than benchmark established in 2017-18.</p> <p>B. <b>SL101 @ Chinle.</b> New section of assessment training course will take place at Chinle on three Friday's after spring break.</p> <p>C. <b>End-of-year expectations.</b> Last week of faculty contract period will allow for production of annual assessment reports.</p> <p>D. <b>Non-compliance.</b> We have big opportunity to design incentives and rewards for good program planning and assessment work, and consequences for non-compliance.</p> <p>E. <b>GenEd course revisions.</b> Chairs identified faculty in their departments to produce course certification proposals for GenEd courses. An orientation for those faculty will take place later today. Each instructor has received a draft, partially completed form. She or he must develop narrative descriptions of skills instruction as well as a sample assessment. Proposals are due back to the Dean's office by Fri Mar 8.</p>	<p>Review with colleagues; set high expectations; train colleagues: <b>each department chair.</b></p> <p>Start planning for production of end-of-assessment cycle reports: <b>each department chair.</b></p> <p>Continue to explore opportunities for policy improvements with academic leadership: <b>assessment coordinator.</b></p> <p>Convene the orientation and drop-in help sessions as described (Fri Feb 22, Wed Feb 27, and Fri Mar 1): <b>assessment coordinator</b></p>
6. Announcements	
None.	
<p><b>Next regular AC meeting</b> <b>TBD: Will coincide w/next regular chairs meeting in March 2019</b></p>	