Committee members present: Jennifer Boylan, Matt LaBranche, Dr. Rodrigo Pinto, Paul Serignese, Kim Silcox

Minutes/note taker: Rodrigo Pinto

The committee welcomed Matt LaBranche and Jennifer Boylan as its new and returning members.

Kim and Rodrigo contextualized and gave updates on the status of the ECSU-wide Ad-Hoc Committee. This other committee had been planning an assessment day that would have included the Division of Student Affairs in Spring 2017. Its process to assess student learning has now extended beyond 2017 the timeline of a comprehensive assessment, which would eventually include co-curricular learning through the Division. For the time being, the process will now focus more specifically on student learning that occurs through the Division of Academic Affairs. Rodrigo reported that before these plans changed he had indeed found useful samples of question banks and other materials on co-curricular student learning and that the Division of Student Affairs can now hold these materials for future use when ECSU reverts back to a comprehensive assessment process.

Committee members proofread and reviewed the 2014-15 assessment report that is going public soon. Jennifer identified the last correction to the report. The committee agreed to release the report. It also expressed support for the commitment of the Division of Student Affairs to raise the standard of rigor to which the information that units submit as the base for reports will be subjected in order to be published in the future. For example, one recommendation from this committee review of the 2014-15 report was to incorporate a reference list that would specify surveys and other sources of support for claims in the pages that assess Division units.

Members responded to an update from Rodrigo on the progress with a first draft of the 2015-16 assessment report. Paul suggested and other committee members accepted his suggestion that the report feature a thematic section on retention across all units as well as the usual section of contents organized unit by unit.

The committee planned its agenda for 2016-17. It agreed to support the highlighting of assessment in monthly staff meetings of the Division. It also agreed to write a review letter to each Division unit that submits assessment summaries toward the annual assessment report. The publication of the annual reports returns to the committee agenda in 2016-17.

Committee members scheduled their meetings in 2016-17 at 1pm-2pm on the second Tuesday of each month from September on. They anticipated the schedule for committee meetings to serve as a workshop preparing the person who will present on assessment at the Division staff meeting over a week later on the third Thursday of each month.

Next meeting: Tuesday August 23 at 1pm in Gelsi-Young 220.