

**Assessment Committee
Minutes**

<p>Members present: Gholam Ehteshami, Henry Fowler, Daniel McLaughlin (chair), Samuel Quashie, Christine Reidhead, Anita Roastingear, & Thiagarajan Soundappan. & Members absent: Casmir Agbaraji, Sheena Begay, Franklin Elliott, & Wesley Thomas.</p>	<p>Date: Fri Sep 7 2018. Location: SUB 235. Called to order: 11:35 am. Adjourned: 12:15 pm.</p>
<p style="text-align: center;">Agenda items & notes</p>	<p style="text-align: center;">Action & person(s) responsible</p>
<p>1. Approval of the agenda</p>	
<p>Approved by consensus.</p>	
<p>2. Approval of previous minutes</p>	
<p>Approved by consensus.</p>	
<p>3. Reports</p>	
<p>None.</p>	
<p>4. Old business</p>	
<p>A. Assessment Guide 2019. Dan explained that he has asked the Faculty Congress president to put the AG19 on the next FC meeting agenda as an action item.</p>	
<p>5. New business</p>	
<p>A. SL101 mini-course. Members reviewed a draft syllabus for faculty development workshops for producing program assessment plans. The course is designed for faculty whom chairs have identified for program assessment priorities in their respective departments. Course participants will earn certificates of completion and professional development plan credit.</p> <p style="padding-left: 40px;">Chairs are encouraged to participant.</p> <p style="padding-left: 40px;">After discussion and review, members agreed it will be better to organize the course so that it takes place in two sessions, not five, on Fri Sep 21 and Fri Oct 5.</p> <p>B. GenEd program assessment. New requirements from NMHED were reviewed. Focus has shifted from GenEd content to skills. Assessment must involve use of three skills rubrics in each GenEd course, as determined by NMHED.</p> <p style="padding-left: 40px;">A course certification proposal must be submitted to the NMHED for each course in a new GenEd matrix. We have three years to complete the process for all the GenEd courses.</p> <p style="padding-left: 40px;">Much work is happening in the GenEd committee to make sense of the changes.</p>	<p>Revise the course syllabus so that there are two sessions only; distribute revised syllabus to AC members ASAP; schedule face time at dept meetings with chairs to present to faculty colleagues: Dan</p> <p>Review next draft of mini-course syllabus, and provide feedback to Dan ASAP: each AC member</p> <p>Stay on top of GenEd program revisions with the GEC; report regularly to the AC on developments that concern assessment, especially: Dan</p>

<p>Peter Moore will attend next statewide meeting in ABQ on Sep 21. More information will be forthcoming.</p> <p>C. Co-curricular assessment. Members ran out of time. Item was tabled until next meeting.</p>	<p>Include item on next meeting agenda: Dan</p>
<p>6. Announcements</p>	
<p>None.</p>	
<p>Next regular AC meeting Fri Sep 28: 10:00-11:00 • SUB 231</p>	