# California State University Channel Islands ASSESSMENT COUNCIL

## Meeting Minutes 2 December 2009

Members Present:
Bob Bleicher
Marti DeLaO
Caroline Doll
Steve Lefevre
Nelle Moffett
Dennis Muraoka
Jonathan Neira
Ed Nuhfer

Guest:

Therese Eyermann

Others Present:

Tia Clarke

## Approval of Agenda

The agenda for the 12/2/2009 meeting was approved with one addition.

### **Approval of Minutes**

The minutes for the 9/30/2009 meeting were approved.

#### Introductions

New student member, Jonathan Neira was introduced.

## **Bike Survey**

Therese Eyermann joined the group to ask for suggestions regarding a draft bicycle usage survey that will be distributed to the campus at the beginning of the spring semester.

#### Review of PARC (Program Assessment and Review Committee) template

Steve Lefevre presented a draft template developed to assist external reviewers in the Program Assessment process. The template helps to organize and standardize the final report and has met with positive feedback from users.

## CAIR (California Association for Institutional Research) conference

Nelle Moffett provided a brief overview of a software program (TaskStream), which may aid the university in managing assessment processes.

Additionally, she raised a question regarding how we assess and measure student competencies. After some discussion, it was determined that a sub-committee of

Assessment Council members from the Academic Affairs division would meet to discuss the item further and report to the group at the next meeting.

# **Assessment Activities Reports**

Marti DeLaO - University Advancement has recently participated in a few surveys and has also been required to provide various Advancement activities reports to the Chancellor's office. She hopes to share the results from these surveys/reports with the group in the spring.

#### Other Business

Dennis Muraoka provided information on a Chancellor's Office initiative to improve graduation rates. Each campus has been asked to submit a plan to shrink the achievement gap and facilitate shorter times to graduate and assessment will play an important role.