

**California State University Channel Islands  
ASSESSMENT COUNCIL**

**Meeting Minutes  
3 December 2008**

*Members Present:*

Bob Bleicher  
Marti DeLaO  
James Foley - student  
Caroline Doll  
Steve Lefevre  
Nelle Moffett  
George Morten  
Dennis Muraoka  
Ed Nuhfer

*Others Present:*

Tia Clarke

**Approval of Agenda**

The agenda for the 12/3/2008 meeting was approved.

**Approval of Minutes**

The minutes for the 11/5/2008 meeting were approved.

**Introduction of new members**

Student representative, James Foley was introduced.

**Assessment Council Policies review - Nelle**

A sub-committee was formed to review the current Policy on Clearinghouse for Institutional Research and the Policy on Coordination of Data Collection for Purposes of Institutional Research.

Nelle presented the proposed revisions to the Assessment Council and along with a few other minor changes the policies will be presented at the next President's Council for approval.

**National Survey on Student Engagement - Nelle**

Nelle has received the results from the National Survey on Student Engagement (NSSE) and the Beginning College Survey of Student Engagement (BCSSE).

After providing a brief overview of the two surveys it was decided that Nelle would pass along the data to Assessment Council members and time would be set aside at the next meeting to explore the results.

**Assessment Activities Reports**

George Morten – Student Affairs is in the self-study section of their Assessment Plan Review. They have identified an independent reviewer and are working to schedule a campus visit.

Steve Lefevre – the English, Art, Liberal Studies and Math programs are undergoing Program Reviews. Each has hosted external reviewers and final reports are expected by the end of December.

Caroline Doll – a review of the food services survey must still be done in order to determine if the survey will be distributed again.

Caroline is forwarding information to Assessment Council members regarding the CSU Quality Improvement Awards in an effort to solicit possible nominees.

Dennis Muraoka – needs to reschedule his meeting with Julia Wilson to discuss assessment activities and encourage her to attend a future Assessment Council meeting.

**Other Business**

None