



Committee: **Assessment**
Type of meeting: Monthly meeting
Date/Time: **October 13, 2017**
 11:12am-11:59pm
Location: Graduate Studies Office

Attendance: Monique Apple (secretary; Social Work), Susanne Auer (chair, minutes; General Education/Continuing Education), Marlene Bear Stops (Lakota Studies), Richie Meyers (Humanities and Social Science), Linda Olson (Education), Kim Petersen (vice chair; Humanities and Social Science), Karla Witt (Math, Science, and Technology)

Absent: Karen Lone Hill (excused; Lakota Studies), Ted Hamilton (ex-officio; Assessment Office)

Guest: Dawn Frank

Agenda Topic	Discussion	Action	Responsible Party	Time Due
I. Wocekiye	offered by Monique			
II. Woksape	offered by Richie			
III. Election of Officers	Chair: Susanne nominated by Karla, seconded by Crystal Vice Chair: Nominations: Monique and Kim Secretary: Monique volunteers	Vote: Susanne elected as chair Vote: Kim elected as vice chair and Monique as secretary	N/A	N/A
IV. Reports	No report	N/A	N/A	N/A
a) Assessment Director – Ted Hamilton				
b) General Education Director – Susanne Auer	<ul style="list-style-type: none"> General Education Outcome (GEO) 2 Written Communication and GEO 7 Develop ideas to address contemporary issues are assessed in the Fall 2017 semester We are planning to develop a “pathways model”: Students don’t need to declare a major when entering college but they take general education courses on a pathways status sheet. This requires standardization of the core requirements. 	N/A	N/A	N/A
c) Committee Members	No report	N/A	N/A	N/A
V. New Business	Since some Assessment Committee members would like to also participate in the Instructional Affairs Committee, we discussed		N/A	N/A
a) Meeting times				

	whether the Assessment Committee could meet at a different time. The group determined that this was not feasible. We will therefore continue to meet at the same time as the other committees.			
b) Role of the assessment committee	The Assessment Committee used to be one of the standing committees but since our primary function is not to produce/review policies, OLC Administration decided to make Assessment a permanent subcommittee of the Instructional Affairs Committee. Piya Wiconi Okolakiciye By-Laws (35-000-2) define the duties of the Assessment Committee as follows: “Reviews and oversees all aspects of institutional assessment and accreditation. Develop policies and procedures relevant to assessment.”	Susanne will send out by-laws and annual reports	Susanne	10/27
c) Department reports	The committee decided that departments should be invited to present their assessment strategies to the committee. The primary purpose of this is to share best practices. The departments should email their assessment plan(s) and possibly assessment reports to the committee ahead of time.	Monique (Social Work) and Karla (MST) will present at the next meeting Susanne will draft a schedule of departmental presentations	Monique Karla Susanne	11/3 10/27
d) Course evaluation form	The committee decides to continue revising the course evaluation form (revision was drafted in 2015 but not finalized and implemented). Motion by Crystal: The Assessment Committee revises the course evaluation form. Second by Kim	Vote: The Committee unanimously voted to charge itself with the revision of the course evaluation form	All	TBD
e) Program Review	Ted and Dawn will revise the program review policy to include non-academic units and forward it to the Assessment Committee for review and approval. [After the meeting, it was determined that a policy change was not needed because the existing policy 37-000 Evaluation of College Units is already broad enough.]	N/A	N/A	N/A
VI. Adjourn	Motion to adjourn: Richie, 2 nd by Kim	Meeting adjourned at 11:59am		