

Final
**ASSESSMENT AND TESTING COMMITTEE
MINUTES
May 11, 2006**

Members Present:

Maria Moten, Co-Chair, Registrar's Office
Nancy Rice, Co-Chair, Math Faculty
Vicki Atkinson, STU DEV Faculty Orientation Coordinator
Michele' Robinson, Faculty-at-Large
Tanya Bergman, Assessment/Testing Coordinator
Josh Sunderbruch, English Faculty
Lin Cui, ESL Program Faculty
Eric Rosenthal, STU DEV Administrator
Daniel Corr, AVPAA
Hazel Rilki, IT Administrator
Jean-Louise Gustafson, Reading Faculty
Vickie Gukenberger, ACA AFF Administrator
Matt McLaughlin, Admissions Administrator

Members Absent:

Karen Froelich, Transfer Program Faculty
Dawn McKinley, Career Program Faculty

Members are encouraged this year to send representatives in their absence, as we are projecting some significant changes in policy that might affect all areas.

NOTE: Two (2) absences will result in a request for a department replacement for the absent committee member.

Meeting was called to order at: 3:16 pm

Agenda:

I. REVIEW OF MINUTES

- A. Minutes from 3-26-06 meeting were reviewed and accepted with minor changes due to typographical errors.
- B. NOTE: Tasnim Kazi will begin to serve on this committee as the "IT Representative". Hazel will ask Terrence Felton will send a notice of this to the oversight committee.
- C. 2006/2007 Official Cut Scores were shared with everyone. Per Hazel, they have been implemented. All counselors will be getting training on 5-12-06.

II. Request from Spanish Department

- A. Proposal: Rather than just giving students credit for the literature course (i.e. SPA210), they could also get language credit (i.e. SPA 201 & SPA 202) as well with an AP score of 4 or 5. (The proposal will also apply to students in French (FRN) or German (GER)).
- B. The department has done surveys of other colleges and the results indicate that language credit is given.

- C. The committed agreed to accept a provisional approval of this change pending notification of the Dean of Liberal Arts. Furthermore, it was agreed should the dean make note of a concern, the final decision must be delayed until Fall 2006 when this committee meets again. At this time, the dean or the dean's designee will have an opportunity to present their concerns before this committee.
- D. Daniel Corr agreed to let Dean of Liberal Arts know of this provisional approval. In the absence of an objection from the Dean by Friday, May 19, 2006, Tanya will go ahead with approval of this request from the Spanish department.

III. Committee Membership 06/07

- A. Lin Cui will be leaving the committee (ESL faculty). Her replacement should be in place by fall.
- B. Tasnim Kazi will be joining the committee as the IT Representative
- C. The committee also reviewed the 05-06 Annual Report and made minor changes
 - 1. Feb 9, 2006 was added as a meeting date, and April 13, 2006 was removed from the list of meeting dates.
 - 2. Maria Moten & Nancy Rice will continue on as Chairs for next year. Michele' Robinson will continue on as Recording Secretary for next year.

IV. MISC.

- A. Josh will draft a "notification" document that will be utilized to assist this committee when reviewing requests or proposals from various departments. It is the hope that this document will ensure that deans and any other affected parties are notified of changes, requests, proposals, etc. before they come before our committee.

Meeting was adjourned at: 3:58 pm

Meeting Schedule – will be 2nd and 4th Thursday of the month at
3:00 pm – Room: X250b for fall 2006
Sept 14th
Sept 28th
Oct 12th
Oct 26th
Nov 9th
Dec 14th

Respectfully submitted,
Michele' Robinson, Secretary