

ASSESSMENT AND TESTING COMMITTEE

Minutes

Thursday, January 25, 2007

3:00PM

X250

Members in Attendance:

Nancy Rice, Joshua Sunderbruch, Jean-Louise Gustafson, Michele' Robinson, Karen Froelich, Lynn Altfeld, Eric Rosenthal, Tasnim Kazi, Matt McLaughlin, Tanya Bergman, Daniel Corr; Vicki Atkinson; Maria Moten; Vickie Gukenberger

Members Absent:

Dawn McKinley;

Guests:

Paul Guymon

I. Meeting began at 3:10pm

II. Special Guest (Paul Guymon)

- A. Concerns in Paralegal studies for certificate students who must take competency tests when they don't need math for completion of the program.
- B. Can the students be exempt from testing?
- C. Discussion took place in terms of how could we identify the students who need exemptions, how could we implement such exceptions systematically, etc.
- D. Paul suggested that perhaps the "flag" prompting students to take competency tests should not be implemented until the student is preparing for the course.
- E. Members on the committee expressed concern with regard to this approach as being counterproductive to the college's philosophy of wanting to help students succeed.
- F. A suggestion was made that we could offer temporary "waivers" for Paralegal study students (similar to what was done with the RAC) program to address this issue.
- G. Maria Moten will meet with the Paralegal Studies chair to determine a system to allow PLS students to be exempt from testing.
- H. Long term- we will review the full A&T policy and work on some systematic adjustment to help us deal with this issue.

III. Co-Chairs

- A. Maria Moten will be stepping down as co-chair
- B. New co-chairs will be Nancy Rice & Josh Sunderbruch

IV. Old Business

- A. Oversight Report – Nancy
 - 1. This committee is required to keep Marge "in the loop"
 - 2. This committee will continue to utilize new reports ensuring we get them to the appropriate people for review.
- B. Proposal on PAR form

Final

1. The original request was that we have item #5 eliminated from the Fact Sheet
 2. This request went through the proper procedure and it was approved.
 3. Tanya agreed to take the initiative in terms of getting the fact sheet amended
- C. Subcommittee Update – Maria
1. The subcommittee has met a total of 3 times
 2. The recommendation has been drafted
 3. The subcommittee is planning to bring the recommendation to the meeting on 3-8-07 for a full review and discussion.

V. New Business

- A. Transfer data analysis – Maria
1. Sheryl Otto would like to come in and share data with us on how our students who've transferred to other institutions are doing.
 2. The goal is that Sheryl will report the information to our group and a subcommittee can work with her on analyzing that data.
 3. This idea came out of the thought process that perhaps the A&T committee can have a broader, longitudinal role in student success as opposed to just looking at things from an "in the door" standing only.
- B. Governance web site demo – Matt
1. Web site demo conducted
 2. Matt agreed to send us all the link so we can review the site and offer feedback.
 3. Matt agreed to maintain the site on behalf of the committee

Meeting adjourned 4:45pm

- **February 22, 2007 (X250B)**
- **March 8, 2007 (X250B)**
- **March 22, 2007 (X250B)**
- **April 12, 2007 (X250B)**
- **April 26, 2007 (X250B)**
- **May 10, 2007 (X250B)**

Respectfully submitted: Michele' Robinson (secretary)