

ASSESSMENT AND TESTING COMMITTEE

Minutes

Thursday, February 8, 2007

3:00PM

A241b

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:

Hazel Rilki

Chairpersons: Nancy Rice & Joshua Sunderbruch

I. Meeting began at 3:15pm

II. Review of Minutes

- A. Minutes from the meeting on 1-25-07 were reviewed and accepted with minor changes due to typographical errors.

III. Old Business

- A. Assessment & Testing Committee Checklist – Nancy
 1. We “tested” our checklist by doing a “mock” sheet with the proposal from the Paralegal Studies Dept.
 2. Conclusion: The form will work to meet our needs “as is”.
- B. Assessment & Testing Subcommittee Update - Vicki
 1. In light of the implementation of a new ERP system, the A&T committee created a subcommittee to evaluate and develop recommendations related to the current College's Assessment and Testing Policy and Procedures.
 2. The subcommittee has worked together since April 2005.
 3. Subcommittee understands that there is no system on the market that can address all the current *novelties* of our A&T Policy & Procedures.
 4. Subcommittee decided that in the end, we want the policy to act as a 'gateway' to facilitate learning and not as a 'barrier' to students.
 5. The subcommittee has taken several things into consideration during its time together.
 - a. Many other institutions take a less “prescriptive” approach to things than we do here at Harper.
 - b. There is a lot of inter-link between the A&T policy and advising and the A&T fact sheet, although this may not be well reflected in its summary form.
 6. Each member of the A&T committee was given a packet consisting of:
 - a. Draft of the subcommittee's recommendations.

- b. Full time student orientation evaluation survey with demographic breakdown;
 - c. COMPASS results for fall 2005.
7. A&T committee members were asked to review the documents and prepare to give feedback to the subcommittee. *NOTE:* There are still many other people who need to be involved before things can be finalized.
8. Some highlights of the proposal:
 - a. We are looking to implement something that will address testing students at the time of enrollment in their 12th hour at the institution.
 - b. There was also some conversation about maybe even the elimination of the A&T policy and being governed by pre-reqs at the department level. For now this would be seen as having an impact on enrollment, but there has been some discussion.
9. Final conclusions/discussion
 - a. We will re-visit the proposal on March 8, 2007. A&T committee members were asked to be ready to provide feedback.
 - b. Further discussion will also take place with regard to possible exemption for “select” career programs.
 - c. The end goal; A policy that is clear, appropriate and without exceptions; yet transparent to the student.
 - d. A &T committee is in support of the work done by this subcommittee.

IV. New Business

- A. CCSSE Survey – Josh
 1. It may be beneficial to have Laura Crane (Office of Research) present results of CCSSE to this committee to clarify the questions on the test that support the charge of this committee.
 2. Nancy will invite Laura Crane to come to our meeting on March 22, 2007. *We will use April 26, 2007 as a “back up” date in case she cannot make it on March 22nd.*
- B. Transfer data analysis – Sheryl Otto will attend the February 22nd meeting.
- C. Other
 1. The committee agreed to cancel the meeting on April 12, 2007 due to the fact that both of the co-chairs have other obligations.
 2. Meeting topics for the remainder of the semester will be as follows:
 - a. February 22, 2007 – Sheryl Otto: Transfer data analysis
 - b. March 8, 2007 – A&T subcommittee: Review of the proposal
 - c. March 22, 2007 – Laura Crane: CCSSE results
 - d. April 12, 2007 - CANCELED
 - e. April 26, 2007 – Laura Crane: CCSSE results (*Sheryl Otto*)
 - f. May 10, 2007: Tasnim Kazi's report & End of Year report

Meeting adjourned at 4:38pm

Remaining meeting dates:

- **February 22, 2007 (X250B)**
- **March 8, 2007 (X250B)**

Final

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

Respectfully submitted: Michele' Robinson (secretary)