MINUTES: WCE Assessment Committee
Tuesday February 14, 2012 2 pm
Miller Hall 250

Attendees: Susan Kincaid, Chair, Paula Dagnon, Chris Ohana, Dana Edward, Diane Penland, Victor Nolet, Kimberly McDaniel

Regrets: Don Larsen, Tracy Thorndike-Christ

Discussion and approval of January 10 minutes: The minutes were approved.

Future and role of the committee

The committee discussed the role of the committee as it was originally envisioned and considered its future given that assessment practices have evolved in the college. The results of the discussion are summarized in an email, reviewed by all members, to Dean Rios. A motion was made and passed to discontinue meetings for the current year and convene a Continuous Improvement Study Group in consultation with the new Associate Dean in the fall. Text of the email:

Dear Dean Rios:

I am writing you on behalf of the Woodring Assessment Committee. When you met with us early in fall quarter, you requested that we consider two very important questions:

(a) Should the Committee engage in a college-wide bias review?
(b) Should the Committee continue?

Over the past several years, the Assessment Committee has provided leadership and professional development that has been vital to the success of the college in meeting accreditation, College, and University requirements. In the past, however, the need for assessment-related services was easily defined, and since its inception, the committee has morphed in response to the changing needs of the college. The committee now finds itself at a juncture where the assessment practices have become fairly routine and a belief that a committee structure is not the best organizational strategy for meeting the ongoing assessment needs of the College.

Therefore, at our meeting on February 14, the following decisions were made.

· The Assessment Committee will hold no further meetings in the 2011-12 year.
· The Assessment Committee should no longer exist as it is currently configured, and the committee and its charge should be deleted from the college by-laws that are currently under revision.

At the same time, the Committee recognizes that the work of assessment is tied to continuous improvement and is never completed. It is the consensus of the committee that the work of the college would be more successful if:

· The structure for the work was less rigid,
· The work itself was in pursuit of answers to specific questions, and
· The membership was based on a genuine interest, regard, and expertise for seeking answers to a specific question rather than department representation.
We envision and recommend that a Continuous Improvement Study Group be formed in Fall 2012 to study a question to be posed by the Study Group in consultation with the Dean and Associate Dean. We respectfully request that the current members of the Assessment Committee be reconvened in the fall to discuss this vision with the Associate Dean.

Committee Members
Susan Kincaid, Chair
Paula Dagnon
Dana Edward
Donald Larsen
Kimberly McDaniel
Victor Nolet
Chris Ohana
Diane Penland

Meetings April and May 2012 are cancelled.