MINUTES: WCE Assessment Committee
Tuesday November 8, 2011 2 pm
Miller Hall 158

Attendees: Paula Dagnon, Chair; Chris Ohana; Susan Kincaid; Tracy Thorndike-Christ; Don Larsen; Dana Edward; Victor Nolet (for Don Burgess); Kimberly McDaniel

Regrets: Don Burgess; Diane Penland

Guest: Dean Francisco Rios

1. Discussion and approval of May 2011 minutes: The May minutes were approved with three abstentions.

2. Dean Rios: Dean Rios charged the committee with a task for the year and lead a discussion on the future of the committee:
   - Dean Rios asked the committee to conduct a bias review of the key (benchmark) assessments in all programs in the college. The committee is to look for bias manifested as omission, representation and the like.
   - Secondly, Dean Rios asked the committee to consider its role in the College and in the University. What work does the committee need do annually? Given that there are many committees in the College, can that work be done by another group or individual? What role should/does the committee have in the “closing the loop” process? What group/individual should be looking at assessments from a college-wide perspective? He would like a recommendation in spring the role and future of the committee.

3. Committee Membership: Paula Dagnon has rotated off the role of chair (thank you for serving!) and Susan Kincaid has agreed to chair the group (thank you for “volunteering”!) this year. Victor Nolet may replace Don Burgess as the Secondary Education representative.

4. NCATE & NCTQ: Dana Edward reported that the NCATE institutional report, state report and associated web exhibits are nearly done and ready to upload to the state and NCATE. Kimberly McDaniel reported that the documents requested by the National Council on Teacher Quality were submitted this summer.

5. AAAC: Tracy Thorndike-Christ distributed a document outlining the activities over the next year that lead up to the University review and spring 2013 site visit by NWCCU. Relatedly, departments need to review their mission and program outcomes in light of the WWU mission and vision. Course outcomes and assessment plans should be revised accordingly. Tracy asked members of the committee to take this information back to their respective departments and provided a copy of her notes.

6. We will meet again Tuesday, November 22 at 2pm in Miller Hall 250D.

Adjourned at 3:15 pm.