MINUTES

Call Meeting to Order
Time: 3:04 p.m.

Attendance
Present: Becky Miller, Mark Paddock, Juliann Brueske, Laurie Oeslager, Rebecca Gullickson, and Doug Laven

Absent: Narren Brown, Jodi Olson, Doug Laven, Elaine Hardwick, Jenny Dumdei, Shawn Schroeder, and Cali Wade

Additions to Agenda
None

Adoption of Agenda
Agenda was approved

Approval of Minutes
Minutes from the January 10, 2019 meeting were approved.

Old Business

Mentor/Mentee Update
❖ Mentors are currently meeting with their mentees to discuss program information that is published in WIDS and the SCC web site.
   o Are all programs listed still offered?
   o Are program titles and credits correct?
   o Are awards correct?
❖ Now is the time to review your Program Learning Outcomes and make changes if necessary. You will not be required to go to the Curriculum Committee, this one time, so you are encouraged to make any changes now.
ICC Assessment – Cultural Competence

❖ Committee members researched different videos about culture that could be used as a college-wide assessment in the 2019 – 2020 academic year. There were two videos that were brought forward, and the committee liked both. However, they felt the longer video was more thorough.

❖ It was clarified that the cultural competence video should be used in a capstone course or the last semester of the program.

❖ A sample of the tool that will be used as the assignment was provided to the committee. This is a work-in-progress and will be fine-tuned before presenting the information to the faculty at the fall in-service.

❖ Becky Miller, Doug Laven, and Juliann Brueske will work on creating a rubric to assess the students work.

New Business

Fall In-Service

❖ Finalize 2018 – 2019 Assessment Plan

Assessment Training & Rubrics

❖ The committee will continue to improve the online Assessment Training Tool. Juliann Brueske is working on updating/creating the rubrics training that will be added to both the Assessment Training Tool in D2L and added to the Assessment site. More information will be provided in the months to come.

❖ Becky Miller talked with Dr. Burt about putting Assessment Training Tool into the ELM system. Using the ELM system, staff will have to complete the training every so many years to stay current with assessment at the college. If this is implemented, more advanced training will need to be created for seasoned faculty.

❖ Juliann Brueske mentioned that Al Kluever is no longer at the college. Al was the administrator of the ELM system. Juliann suggested we contact the HR department to see if they have taken on this responsibility.

Action Items

Action: Cultural Competence Video, Assignment, and Rubrics
Person Responsible: Committee
Timeframe: May 2019

Action: Gather Program Information for WIDS & web site
Person Responsible: Committee
Timeframe: May 2019

Action: Add grading rubric videos to online assessment training and SCC web site
Person Responsible: Becky Miller and Juliann Brueske
Timeframe: May 2019

Action: Assessment Training added to the ELM system
Person Responsible: Becky Miller
Timeframe: May 2019

Adjourn

Time: 3:38 p.m.

Recorded By: Mark Paddock