Call Meeting to Order
   Time: 3:02 p.m.

Attendance
   Present: Becky Miller, Mark Paddock, Laurie Oeslager, Jodi Olson, Doug Laven, Jenny Dumdei, and Cali Wade

   Absent: Narren Brown, Rebecca Gullickson, Elaine Hardwick, Doug Laven, and Shawn Schroeder

   Guests: Judy Endres, Judy Shultz

Additions to Agenda
   None

Adoption of Agenda
   Agenda was approved

Approval of Minutes
   Minutes from the December 13, 2018 meeting were approved.

Old Business

Mentor/Mentee Update

   The mentors have made great progress on getting all the 2017 – 2018 Assessment Plans completed. There are currently only eight of the 39 programs that still need to do some work on their 2017 – 2018 plans.

Mission: South Central College provides accessible higher education to promote student growth and regional economic development.

Vision: South Central College will be the region’s leading institution for transitioning individuals into the college environment, educating students for technical careers, and building student capacity for future study through inclusive student-centered programs and services. The college will be a committed partner in the regional economy, helping individuals and organizations compete in the global marketplace.
January In-Service

❖ The Assessment Survey was administered and was well received. From the data collected, the committee has decided they will be discussing what training needs to be created to educate the staff. Some ideas were to hold some brown bag lunches, add more online training, etc. The committee will discuss this at future meetings.

❖ Most of the faculty feel that it is possible to assess all the ICC’s at the college in all program areas. The committee discussed different ways the ICC’s could be assessed. One example was to have students watch a video on diversity and then write about the video they viewed. By completing this assessment, we could be documenting information about both the communication and cultural competencies.

❖ The faculty was asked to look for their Program Learning Outcomes (PLO’s) on the SCC website and let the mentors know if they were able to find the PLO’s, and if so, where they were on the site. Becky will be creating a list of this information for all programs and working with Gale Bigbee and Steve Pottenger to make sure the information is in WIDS and on the SCC website.

❖ Becky Miller had a discussion with Gale Bigbee about using WIDS to create/store assessment plans. At the current time, we are not familiar with how to use this part of the software but are interested in getting training for the whole college. We will be considering this more thoroughly in the future.

New Business

Student Affairs Assessment
Judy Endres and Judy Shultz attended our meeting to update the committee on the steps that are being taken to create new assessment efforts in the Student Affairs Office. A meeting was held on 12/19/18, with all Student Affairs staff to talk about how they can assess the Institutional Core Competencies and how the staff is impacting student learning.

Items of discussion during this meeting were:

❖ Signature tasks
❖ Goals for Student Affairs

Judy Endres has scheduled a meeting with Dr. Michael Anthony and Becca Payne from RCTC on 2/4/19, to assist our college with the Student Affairs assessment. The hope is that the RCTC staff can share some of their assessment efforts and how they created students outcomes, how they measure the outcomes, etc.

Writing Across the Curriculum Workshop

Tracy Murphy is still looking for faculty that are interested in attending the Writing Across the Curriculum Workshop that is being held on Friday, February 22, 2019, at MSU. If you are interested, contact Tracy at 507.389.7322 or email her at tracy.murphy@southcentral.edu.
**Action Items**

- **Action:** WIDS Research  
  **Person Responsible:** Committee  
  **Timeframe:** May 2019

- **Action:** Assessment Education/Training  
  **Person Responsible:** Committee  
  **Timeframe:** Ongoing

- **Action:** Program Learning Outcomes on SCC Website  
  **Person Responsible:** Becky Miller  
  **Timeframe:** May 2019

**Adjourn**

**Time:** 3:45 p.m.

**Recorded By:** Mark Paddock