

Assessment Committee Meeting

CHAIRPERSON: Tryphena Walker		
MEETING DATE: 8/21/17	MEETING TIME: 3:30 pm	MEETING PLACE: Monk 1107
RECORDER: Jennifer Coon		PREVIOUS MEETING: 1/11/17

MEMBERS: (Present)

ABSENT:

Name and Title (List all members)	Name and Title
Dwayne Ferguson- Professional & Technical	
Dr. Kathy Watlington- Liberal Arts & Sciences	
Jeremy Dorman- Admissions/Registrar	
Jennifer Coon- Professional & Technical	
Tryphena Walker- Director of Institutional Research & Planning	
Cheri Lambert- Nursing & Health Sciences	
Kelly Reed-Hirsh- Dean of Health Sciences	
Sarah Bush- Liberal Arts & Sciences	

AGENDA

Agenda Item	Action, Discussion, Information	Responsibility
Previous Minutes	-----	-----
Old Business:	NA	NA
New Business:	<ol style="list-style-type: none"> 1. Discuss and review the Panola College IE process and procedures. 2. Discuss revisions to the IE process and procedures specifically the 3 required goal types (facility, market, and student); the timeline for completing the IE plan; and the timeline for completing the IE results and analysis. 3. Review and discuss PC's 2016-2017 SLO data and analysis. Make committee recommendations for improvement. 4. SPOL software training for Assessment Committee use. 	Tryphena Walker

MINUTES

Key Discussion Points	Discussion
Old Business:	NA
New Business: (1)	<ul style="list-style-type: none">• Tryphena Walker discussed the process and procedures to the committee. Described the two round review process and discussed continuing the process used in the spring of scheduling appointments with individual coordinators for each unit.
(2)	<ul style="list-style-type: none">• Tryphena Walker provided manual with the areas highlighted to discuss. All members agreed the wheel presented on page 10 was a good timeline for the IE plan and the results and analysis portions of the process.• Discussion on removing the specific goal types of facility, marketing and student was held. Jeremy Dorman motioned to remove these from the policies with a second from Dr. Kathy Watlington.• Discussion on adjusting the goals for each unit should remain at 3, however, the technical unit goals can be reduced to one goal related to student outcomes. Motioned by Dr. Kathy Watlington (Did not hear a second to her motion).
Other:	Did not get to items 3 & 4 on the agenda and will need to schedule another meeting to cover these. Meeting adjourned at 4:45 pm

CHAIRPERSON SIGNATURE (or designee):	DATE: 8/21/2017	NEXT MEETING: Fall 2017
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