



Finlandia Assessment Committee Meeting Minutes
Thursday, January 25th, 2018
Portage Campus, Rm 324

Present: Denise Vandeville, Lisa Broemer, Curtis Wittenberg, Richard Gee, Pam Brown, Carolyn Dekker, Tom Adolphs, Ryan Bessolo, Mary Jane Hatton, Cindy Cowell, Bridget Durocher

Not Present: N/A

Action Items:

1. Review of Meeting minutes for November 11th, 2017
Motion to approve meeting minutes for November 11th as presented was approved.
2. Presented Agenda for today's meeting- no additions

Discussion Items:

1. Department Plan Updates

- a. Criminal Justice Plan Update - Outline is complete. Will finalize and bring for vote at February Meeting.
- b. ISAD - Student reviews are scheduled for end of January
- c. Athletics - Have exit survey results. Not many students leaving programs.

2. Spring Assessment Workshop

- Committee wants to do a workshop/gathering again this spring.
- Do not create an agenda for meeting but maybe a couple tables with some help topics. Can take a survey of what people would like to know more about.
- Will plan on March 22nd - instead of March meeting we will do the workshop.
- Tom Adolphs will do a poster and media announcement. Once topics are gathered he can put on a poster.

3. HLC

- Tabled until we hear back from Fredi on what exactly they want from Assessment. In the meantime Criterion 4 is uploaded to google folder for your review on what we had to submit last time.

4. **General Education**

- Jason told Denise that there were not many general education course assessments in. Remind your faculty that one class needs to be done.

5. **Year End Survey Report - Pam**

- Report was shared via google folder. Pam reviewed it briefly with committee.
- Need to set up goals/ Create collections sheets for each department.
- Also need to create a checklist for completion.
- Other thoughts/trouble areas: SCAS should break out more into groups instead of one or two people doing all the assessment work.
One group doing Math/Science and another group doing Humanities/Social Science.