

**California State University Channel Islands
ASSESSMENT COUNCIL**

**Meeting Minutes
2 December 2009**

Members Present:

Bob Bleicher
Marti DeLaO
Caroline Doll
Steve Lefevre
Nelle Moffett
Dennis Muraoka
Jonathan Neira
Ed Nuhfer

Guest:

Therese Eyermann

Others Present:

Tia Clarke

Approval of Agenda

The agenda for the 12/2/2009 meeting was approved with one addition.

Approval of Minutes

The minutes for the 9/30/2009 meeting were approved.

Introductions

New student member, Jonathan Neira was introduced.

Bike Survey

Therese Eyermann joined the group to ask for suggestions regarding a draft bicycle usage survey that will be distributed to the campus at the beginning of the spring semester.

Review of PARC (Program Assessment and Review Committee) template

Steve Lefevre presented a draft template developed to assist external reviewers in the Program Assessment process. The template helps to organize and standardize the final report and has met with positive feedback from users.

CAIR (California Association for Institutional Research) conference

Nelle Moffett provided a brief overview of a software program (TaskStream), which may aid the university in managing assessment processes.

Additionally, she raised a question regarding how we assess and measure student competencies. After some discussion, it was determined that a sub-committee of

Assessment Council members from the Academic Affairs division would meet to discuss the item further and report to the group at the next meeting.

Assessment Activities Reports

Marti DeLaO - University Advancement has recently participated in a few surveys and has also been required to provide various Advancement activities reports to the Chancellor's office. She hopes to share the results from these surveys/reports with the group in the spring.

Other Business

Dennis Muraoka provided information on a Chancellor's Office initiative to improve graduation rates. Each campus has been asked to submit a plan to shrink the achievement gap and facilitate shorter times to graduate and assessment will play an important role.