



Assessment Committee Minutes

December 6, 2018

Cowan Hall Conference Room

4:00 p.m.

Co-Chairs – Carol Reifschneider / David Krueger

Members: Alisha Schroeder, Carol Reifschneider, Chris Wendland, Cristy Ozburn, Dan Ulmen, Darlene Sellers, Dave Krueger, Jay Howland, Joshua Meyer, Kelly Amtmann, Lindsey Brandt-Bennett, Margaret Campbell, Marianne Hoppe, Neil Moisey, Steven Don, Steven Wise, Suzanne Hunger, Tracey Jette, Valerie Guyant

Members Present: Alisha Schroeder, Carol Reifschneider, Cristy Ozburn, Dave Krueger, Kelly Amtmann, Lindsey Brandt-Bennett, Marianne Hoppe, Neil Moisey, Steven Don, Tracey Jette, and Valerie Guyant

Meeting called to order at 4:00 p.m.

Minutes from Nov 8, 2018 were reviewed-Steven Don moved to accept the minutes /Tracey Jette seconded. The minutes approved.

Assessment status update

- Discussed the number of programs updated in Taskstream

- OTLE is willing to assist in putting in data for programs

- Info can be rolled from prior years

- How to minimize the work of getting program info into Taskstream? How can this group help?

 - Template for Non-Academic on Box

 - Could possibly hire someone to input info into Taskstream

Chairs will identify program leads to fill out template

Lindsey will create templates for everyone. Different forms for Academic and Non-Academic.

Review Teams listed in Box

- Walked through review demo and scoring

- Teams will need full access to Taskstream to review programs—need to meet in January

Cristy Ozburn moved the meeting adjourn/Valerie Guyant seconded it/ motion carried.

Meeting adjourned at 4:53 p.m.