Assessment Council
IPFW Campus

Meeting Minutes
April 30, 2013

MEMBERS PRESENT: S. Ashur, D. Moore, K. McDonald, S. Davis, B. Resch, S. Anderson, J. Hook

MEMBERS ABSENT: L. Wright-Bower, C. Gurgur, D. Holland, C. Sorge, K. Murphey

Agenda

- Approval of agenda
- Old business
  - Review 4/16/13 minutes and approve
- New business
  - Assessment plans feedback letters
    - Theatre - Directing
    - MCET
    - CPET
  - Assessment report feedback letters
    - Theatre - Acting/Performance
    - Theatre - Musical Theatre Performance
    - Public Policy
    - HHS Summary
    - Economics
    - CEIT
    - MCET
  - Assessment report review status
- Good and Welfare
- Adjournment

Acta

CALL TO ORDER: Duston called the meeting to order at 2:05 in KT 178

HANDOUTS: 4/20/13 agenda, 4/16/13 minutes, assessment reports and review letters for Theatre - Acting/Performance, Theatre - Musical Performance, Public Policy, HHS Summary,
Economics, CEIT, and MCET and 2011 assessment plans and review letters for Theatre – Directing, MCET, and CPET.

NEW BUSINESS

- The agenda and 4/16/13 minutes were approved.
- Duston started the meeting by asking if there were any general comments on the review letters. After a short discussion, it was decided that revisions to plans would be due September 15, 2013. Each assessment plan and report letter was reviewed individually. There were minor formatting changes made to the theatre Directing Plan, Public Policy report, and HHS Summary report review letters.
- Suleiman advised council members to check to see if the council’s recommendations were addressed when reviewing next year’s assessment report. If the recommendations were not addressed, he suggested requesting a new report.
- Stan suggested that the author of the assessment report attend the review sessions so that the reviewer’s questions could be answered. This would also give the author the opportunity to discuss any assessment issues.
- There was concern that some programs submit parts of their ABET or Accreditation reports for their IPFW assessment program report. The council felt that the focus should be on creating a new report for IPFW rather than inserting pieces from other reports.
- Suleiman suggested the creation of an assessment academy consisting of recommended faculty to provide assessment training on campus. This would provide an infrastructure to relate assessment information.
- Suleiman thanked the council members for their time and effort on the various projects during the past year.

FUTURE MEETINGS

- TBA

ADJOURNMENT

- The meeting was adjourned at 3:10 p.m.

Respectfully submitted,

Wanda Johnson  
Assessment Staff