Present: Sharron Ronco (Chair), Rebecca Bardwell, Jon Dooley, Kim Halula, Thomas Hammer, Allison Kruschke, Lea Acord, Noreen Lephardt, Laura MacBride, Gary Meyer, Michael Monahan, Michelle Nemer, Fred Sutkiewicz, Christine Taylor

The meeting was called to order at 9:00 a.m. by Sharron Ronco. Noreen Lephardt inspired us with Mother Teresa’s prayer to St. Francis of Assisi and shared her work in El Salvador.

Approval of minutes
The minutes of the December 2, 2011 meeting were approved unanimously without correction.

Introduction of new member
A new student representative, Allison Kruschke, was introduced to the committee and the committee introduced to her.

Follow-up on mini-grants
The money has been disbursed. A question was asked about the flexibility of the end date and the answer was that there could be no extension of time. Any money not used would disappear. There will be a symposium on the results of the projects – details will follow.

Assessment policy
A draft of the revised assessment policy was presented. Questions and suggestions were raised:
- It is not inclusive as it relates to co-curricular activities.
- The core curriculum review committee should be consulted.
- Are faculty owners of the curriculum?
Generally the committee responded that this draft is an improvement over the last version of the policy.

February assessment workshop
There will be 3 90-min workshops on the same topic. Two topics were presented for consideration. They were “Choosing benchmarks and setting targets” and “Curricular Mapping.” After some discussion it was decided that “Choosing benchmarks and setting targets” would be the best one to begin with.

Webinar on Campus Labs Planning Module
A webinar by Griffin Brock was presented on the Campus Labs Planning module. Mu is already using several of Campus Labs products in student affairs. This new module would allow for integrations with those already in use.
Some reactions expressed after viewing the webinar were:

- Program does not drill down enough to assess the effectiveness of a particular course for a subset of students. It collects data at the classroom level rather than the student level.
- It works very well for the needs of student affairs and would be advantageous to stay within the same program to allow aggregation across programs.
- The program is only as good as the data that are inputted. Will it take more time for PALs to create all the tables and graphs that need to be inputted in this program?
- It is important to remember that the purpose of this package is to create institutional reports – a pressing need with the upcoming HLC review.

The meeting was adjourned at 10:42 am.

Respectfully submitted,
Rebecca Bardwell