Members present: Tamra Donnelly, Denise Fleming, Caron Inouye, Michael Lee, Julie Marty-Pearson, Sarah Nielsen, Julia Olkin, Aline Soules

Members absent: Chris Chamberlain, Sally Murphy, John Whitman

Chair Lee called the meeting to order at 2:00 pm.

1. Approval of Agenda

   M/S/P (Soules/Fleming) to approve the agenda as amended.

2. Approval of Minutes

   M/S/P (Soules, Nielsen) to approve the minutes of February 14, 2012 (1 abstention)

3. Committee Membership

   Lee reported that Interim Dean Agrawal is aware of the need for CBE representatives on the ILO subcommittee. Lee will request confirmation that Marty-Pearson can serve as a CBE representative in light of her Spring Quarter teaching duties. Margaret Harris has been approached to be the additional CEAS representative.

4. EEC

   Inouye discussed the EEC meeting that was held earlier on 2/28/13, including the graphics and templates under development in APGS. Lee stated that his department has reviewed and reformatted their SLOs, they have requested syllabi for all courses and plan to develop curriculum maps.

   The EEC focuses on a bottom-up strategy for assessment development, while the ILO subcommittee is a top-down view, looking at the ILOs and how to implement them. The need for consistency in language and tools was emphasized. For example, in order to have meaningful data rubrics need to use the same scale. Benchmarks need to be developed. Fleming shared a sample rubric from CCTC used in Teacher Education.

   Lee brought up development of an approval process for program evaluation. What does it mean to say that our students have mastered an ILO? What are the benchmarks? Will each student have a notation on their record Further discussion is required.

   Nielsen suggested having students interview each other about the core competencies.

5. Co-curricular Committee

   Postponed to next agenda.

6. Meeting adjourned at 3:30 p.m.

   Respectfully submitted,

   Tamra Donnelly, Secretary