

**Committee for the Assessment of Student Learning**  
Meeting Minutes  
March 3, 2016

**Call to Order**

Cindy Clark, Chairperson, called the meeting to order at 2:00 p.m. on March 3, 2016 in Room B108.

**Attendance**

Members Attending: Ginger Berry, Cindy Clark, Deanita Hicks, Brenda Holifield, Ron Hutto, Tonya Pankey, Robin Singleton, Stacey Walker, Dr. Paula Williams, Dr. Gary Yarbrough  
Ex-Officio: Deborah Parker, June Walters

Members Absent: Gene Bennett Rosemary Lowe

**Agenda**

1. Assessment Five Year Cycle
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**Item 1: Assessment Five Year Cycle**

June Walters presented a calendar that outlined a proposed Five Year Assessment Cycle. All institutional learning outcomes (ILOs), Program Learning Outcomes (PLOs), and Course Learning Outcomes (CLOs) will be assessed within the five year period. The Committee will establish the cycle sequencing for the institutional learning outcomes.

Ms. Walters further explained that course assessment will be done at the division level. Institutional outcomes and program outcomes will be reviewed by the Committee. Key performance indicators will be established for outcomes at every level. Division faculty and staff will determine when each program learning outcome and course learning outcome is charted on the proposed cycle calendar. Cycle one will begin in the fall of 2016 with a plan written and data collected for fall 2016, spring 2017 and fall 2017. Discussion followed.

Robin Singleton made a motion to accept the Five Year Assessment Cycle and send the proposed calendar to the Academic Affairs Committee for consideration. Second by Ron Hutto. Motion carried.

Cindy Clark asked which institutional outcome would be in cycle one. After discussion the Committee adopted the following rotation schedule:

- Cycle 1 – Communication Fluency
- Cycle 2 – Information Literacy
- Cycle 3 – Quantitative Reasoning
- Cycle 4 – Critical Thinking
- Cycle 5 – Diversity Awareness

The program learning outcomes cycle recommendations are to be submitted to the Committee at the next meeting in two weeks.

Deborah Parker provided an update on the curriculum mapping project and emphasized its importance. The Arts and Sciences Division is in progress. Allied Health is complete and Business and the Technical Division has deadlines in March and April. Discussion followed. Dr. Gary Yarbrough stated that faculty need to be informed of what they need to do and when. There was agreement among the members. The Committee will establish minimum expectations and a time line.

### **Adjournment**

Motion to adjourn made by Paula Williams

Second made by Robin Singleton

Motion carried