

**Program Assessment Coordinating Committee (PACC)**  
**January 13, 2016, 12:30pm**  
**&**  
**Jan 20, 2016, 2:10pm**

Present: Tracy Amerman, Sue Gerber, Laine Giovanetto, Melanie McDonald, Mary McGriff, Winifred McNeill, Ruthie Ortiz, Cheryl Swider, Deborah Woo

**1) MSCHE Monitoring Report – Due Oct 1,2017**

- a) We must document further development and implementation of: evidence that student learning assessment information is shared and discussed with appropriate constituents and is used to improve teaching and learning (Standard 14)
- b) 90% participation is expected
- c) PACC will be key in this effort. Must report periodically on progress.

**2) Status of Departmental Submissions**

- a) Expected to have departments submit in TK20 their assessment plans for 2015-2016.
- b) Due date was October 15. As of now, 19 departments are outstanding.

**3) Strategies for Gaining 90% (or greater) Participation by End of February**

- a) Most of the outstanding are from CAS. Suggestion: talk with Dean and Associate Dean.
- b) Discuss at monthly Provost/Dean/Chair meetings
- c) Decision: Deb and Sue will bring to Provost Council meeting first, and then move to a and b above
- d) Option: members may want to swap and/or help with one another's assignments

**4) Results and Action Plans (April 1 Submissions)**

- a) Beginning in March, approach departments to help them prepare for April 1 submission
- b) Use the previous years' action plans (our 3-year summaries) to inform future discussion surrounding action plan implantation and student learning.

**Next meeting: February 3<sup>rd</sup>, Wednesday at 2pm - Phone Conference or Face-to-Face at School of Business**