

**Program Assessment Coordinating Committee (PACC)**  
**December 12, 2017 – 11:00 am**  
**GOTOMEETING**

**Minutes**

**1. Report on Professional Development Workshop – “Creating Rubrics”**

- a) many concrete steps were identified for creating a rubric
- b) discussions about grades vs assessment were helpful
- c) identified the usefulness of Tk20/Blackboard integration when using rubrics

**2. Report out on Department Submissions**

Some departments are still outstanding .... Committee will strategize on additional ways to have departments report “semi-automatically”.

One immediate suggestion ... Encourage another person, other than the department chairperson, to be responsible for the assessment submission.

**3. Possible name(s) of “new” committee member**

John Bragg –

Audrey Fisch –

Committee chair will contact Dr. Woo with possible recommendation from the department of education.

**New Items:**

- Possible topics for future professional development workshops:
  - a) Interface of Tk20/Blackboard
  - b) Creating rubrics that align with specific assignments
  - c) Using a rubric for a grade and an “assessment”
- Attendance at Department meeting to discuss the value of the connection between Tk20/Blackboard
- Make contact with Chairperson of the Nursing Department, copy to PACC committee liaison, regarding creating/reporting on student outcomes.  
(Possible year end retreat item)

**Adjourn:** 11:40 am