

PACC Assessment Coordinating Committee (PACC)
April 10, 2012

Meeting started at 9:00 AM

Present: Dr. Chen, Dr. Gerber, Dr. Hooper-Hamersley, Dr. Montgomery, Dr. Rand

Dual Commitment Excused: Dr. Baker, Prof. Dudas, Dr. Duncan, Dr. Swider

Old Business:

- 1) Approval of last meeting minutes.
- 2) PACC email from VPAA Bruno to the community was discussed. Sue will convey the committee's suggestions for the substance of the email, including seeking to encourage cooperation, engagement, and participation in the process while also emphasizing that assessment is not optional.

New Business:

- 1) Department updates were presented and discussed. Members shared strategies for working with some individual departments. Our internal timeline is to obtain at least a draft from each department by April 24 (next meeting).
- 2) There was discussion of relationship between teaching and assessment responsibilities, faculty workload and support, resources, and quantification of promotion and tenure criteria.
- 3) The forms to be used for the next phase (annual cycle) were reviewed and discussed. Changes were proposed for formatting and content. Sue will send draft revisions to all for comment. The plan document should be addressed as soon as possible so it can be shared with departments at tier 2.
- 4) Bill Montgomery volunteered to update Chemistry and Biology (tier 2 departments) regarding next steps.
- 5) The proposed timeline for the annual cycle was reviewed and discussed. Several issues were raised. Sue will compile suggestions into a new timeline for review. This item will be carried over for discussion at next meeting.
- 6) It was clarified that graduate level programs are also included in this initiative.
- 7) Resources to assist departments were discussed. Sue will forward URL of the assessment website to all; the site has several resources on it for completing the forms. There was also discussion of creating informational videos.

Next Meeting will be held on April 24, 2012 9-11 am in Hepburn Hall 304

Meeting Adjourned 11:05 am.