

PACC Assessment Coordinating Committee (PACC)
May 1, 2013

Meeting started at 1:00 PM

Present: Dr. Baker, Dr. Chen, Dr. Gerber, Dr. Hooper-Hamersley, Dr. Swider

Old Business:

1. Feedback will be given to each department referencing Learning Outcome Assessment Results. This was promised by May 31. The feedback will contain:
 - a. Comments/observations on individual assessment submission
 - b. University-wide themes and observations

A 3-4 question survey questionnaire regarding the 2012-2013 Student Learning Outcome Assessment Process will accompany feedback documentation (see new business).

2. Departments that have not submitted assessment results will be provided "feedback." Members present will review draft emails to these departments. A list of departments completing the initiative will be included in the Annual Report (see new business).
3. To increase transparency and in accordance with potential Middle States requirements, results for 2013-2014 will be posted next year – in some form. Departments will be notified of this early in Fall semester. PACC will discuss details (including what to post) at the first Fall meeting.

New Business:

1. It was decided that an online survey will be sent to each department seeking feedback on the process. Members will email suggestions for questions as soon as possible to Sue.
2. The development and presentation of a webinar will be discussed by an interested sub-group of the committee. Discussion will take place in May/June, with intention of giving the seminar early in Fall semester. Planning schedule will be determined soon.
3. The Annual Report is due June 30, 2013. Work will commence on it soon via email and, if necessary, in face-to-face meetings.
4. There will be no May 16 meeting.

Meeting Adjourned 2:30p.
Respectfully submitted,
Cheryl