IEC Meeting
March 6, 2013
Alakai 118

Present: Paul Nash, Ellen Ishida-Babineau, Jan Lubin (non-voting), Kay Beach, Letty Colmenares, Peggy Regentine, Ardis Eschenberg (non-voting), Libby Young, Inge White, Frank Palacat, Nalani Kaun, Toshi Ikagawa, Renee Arakaki, Ivan Wu (for presentation), Sam Craddock (for presentation), Jim (Skip) Craddock (for presentation)

Excused: Doug Dykstra (non-voting), Richard Fulton (non-voting), Kathleen French (non-voting), Mariko Kershaw, Tara Severns, Ann Lemke, student representative

Sam Craddock and her brother Joe (Skip) via Skype from Minnesota presented the database that was developed for Vet Tech for their professional accreditation visit in March. It is a course-level assessment database that the IEC may utilize after we finish assessing the General Education/AA Degree Outcomes in Spring 2014. Thanks to both Sam and Skip for presenting this to us.

We are going to move up the Program-Level Assessment of Windward’s three new programs from AY 2015-2016 to Fall 2013, so that in the Follow-Up Report that is due on October 15, 2013, we can report on having started Program-Level Assessment. Those programs are: AA Hawaiian Studies, CA/AS Veterinary Assisting/Veterinary Technology, and CA Agriphartech. SPDA will plan a workshop on Program-Level Assessment for this semester. A planning meeting for the workshop will be arranged.

Renee gave a Report from the Committee on Governance Assessment. There will be one assessment done on the Chancellor’s Office, the Office of Academic Affairs, the Office of Administrative Affairs, the Office of Student Affairs, and the Office of Career and Continuing Education in the Spring; another on the second Curriculum Committee, Faculty Senate, Institutional Effectiveness Committee, Ke Kumu Pali, theee Planning and Budget Council, and the Master Planning and Space Allocation Committee at Fall 2013 Convocation; and, finally the Humanities, Language Arts, Mathematics and Business, Natural Sciences, and Social Sciences Departments in the Spring of 2014.

The CGA is aligning its questions to Standard IVA’s five sub-standards. They are writing six questions for each sub-standard for 30 questions in total. At their last meeting they tried to simplify the language of the sub-standards so that questions would make more sense.

Frank suggested that they look at the Sub-Standard like the course SLOs and assess the offices across the Standard rather than individually. That way you can assess the sub-standards across time and not all at once. This would also speed the process up, as the CGA members would not have to meet with the offices to determine what they wanted to assess and allow them to still build a pool of questions that relate to the sub-standards. However, since they would be assessing one sub-standard per assessment period the results of the assessment would be able to show what improvements had been made without compromising the need to assess Windward’s governance structures annually.

Ardis mentioned that she thought that ASUH should also be assessed as it is the student governance body on campus, and it would be good to get students involved in the process. The CGA will look into this.
Meeting adjourned at 3:00 p.m. The next meeting will take place on March 6, 2013, in Alakai Room 118 from 1:30 – 3:00.