IEC Meeting
September 5, 2014

Present: Ellen Ishida-Babineau, Frank Palacat, Jan Lubin, Jody Storm, Johnny Singh, Kathleen French, Malia Kong, Michael McIntosh, Nalani Kaun, Paul Briggs, Preshess Willets-Vaquilar, Ross Langston, Robert Barclay

Excused: Kahea Tani, Danny Kong and Anne Lemke

Date of next meeting: September 19, 2014, Palanakila 117, 2-3:30 p.m.

The lists of courses that will be assessed this year (the Course/Program Assessment lists) are due to Jan by September 19. To meet our 5 year program assessment requirements, we need to assess 25 percent of all courses per semester from Fall 2014 thru Spring 2016. This is an increase from the previous 20 percent-per-department per year. Once the course assessment lists are in, training will be set up for those who are assessing their courses this semester. Non-instructional units will be assessing process SLOs and will do the same assessments as usual.

The IEC needs to have two campus forums this semester. One for Global and Cultural Awareness and the other for the General Education Assessment Process.

- The Global and Cultural Awareness forum will be to finish the assessment that we did last semester, and to get campus input/review results of the departmental discussions on Global and Cultural Awareness. Jan will put out a doodle to see which Friday will work best.

- The General Education Assessment Process forum will be to get feedback on the Gen. Ed. assessment process. It was suggested that, in the email inviting people to the forum, everyone is reminded about what the process entailed since the name itself may not be enough to jog people’s memories. Additionally, it was suggested that the Gen. Ed. assessment form be projected on to a screen at the forum to help attendees remember any feedback that they may have had while they were inputting data. The committee members voted that feedback will be culled out during the forum discussion rather than creating a survey to get feedback from the campus prior to the forum.

Fall 2014-Spring 2015 IEC Subcommittee Membership:

-IEC Subcommittee on Professional Development in Assessment: Frank Palacat, Nalani Kaun, Jan Lubin, Ardis Eschenberg. It was suggested that this subcommittee work with the staff development committee.

-Assessment Handbook Subcommittee: Tara Severns, Paul Briggs, Robert Barclay. Jan will see if Tara will convene the committee.

-Meta-Assessment Subcommittee: Jody Storm, Jamie Boyd, Frank Palacat, Annette Priesman, Jan Lubin, Ross Langston, Johnny Singh

-Non-Instructional Assessment Subcommittee: Ellen Ishida-Babineau, Preshess Willets-Vaquilar, Michael McIntosh, Kahea Tani. Ellen will convene.
Meeting adjourned at 3:10 p.m.

The next meeting is scheduled for September 19, 2014 (Palanakila 117, 2-3:30 p.m.)