PRC Agenda, December 4, 2007

• Prayer
• Approval of Minutes
• Briefing on charts and data -work in progress
• Work on the handbook:
  A few reflections –overall, my impression is that we need a more thorough rewrite of this document. It needs to take into account our current structure for assessment and program review –we have made some progress since this was drafted. I borrowed much of these suggestions from the CSB/SJU:
  1. What does 1 mean now that we have a template –schedule?
  2. To what extent do 1 and 2 overlap? If we want to distinguish better between the two, and take into account the progress we have made, could we say instead:
     “Ensure that each department or program has a functional and useful assessment plan, solidly linked to the college Learning Standards [and mission statement]”.
  3. Under number 3, would this language be more helpful? “Serve as a resource to all departments and programs that need assistance in developing or implementing assessment programs. This includes recommending assessment activities in response to specific needs and questions as revealed by the assessment process”.
  4. Could we add, given the recommendations we received:
     “Supporting, encouraging and acknowledging departments/programs that are conducting appropriate ongoing assessment and improvement activities as evidenced by their reports”.
  5. Could we merge 4 & 5 –the discussion could establish the value AND address the concerns
  6. There is another element I find helpful in CSJ/SJU: “Notifying departmental or program assessment coordinators, deans and the provost if there are concerns about assessment methods, results or the use of results”.
  7. It seems that we need something about the role of this committee when WASC work becomes due: “Ensure that assessment results are available to the campus communities and accrediting organizations.”