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## February 2004

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**ASSESSMENT COMMITTEE MEETING  
(unapproved) MINUTES  
February 11, 2004**

Present: C. Foust, Chair; G. East; J. Hayden;  
J. Hunsicker; J. Jones; and J. Noble.

Jan Noble convened the Assessment Committee meeting in the President's Conference Room at 3:05 p.m.

Jan called the meeting to order and welcomed all in attendance. She presented the committee with the minutes of Assessment Committee Meeting on February 6, 2003 (see attachment). These were unanimously accepted and approved.

The agenda for the meeting contained six items, including:

1. Committee membership structure
2. Update on Accuplacer's WritePlacer.
3. Reading Remediation
4. Discussion on first-time freshmen tracking study.
5. Advancer+ Software
6. Other

**1. Committee membership structure**

Committee members unanimously voted on the following structure of committee membership of twelve (12) members:

- Two members from College of Arts & Sciences (currently three: G. East & J. Jones, & A. Marvick)
- Two members from College of Profession & Graduate Studies (currently one: J. Hunsicker &
- One, member from the College of Pharmacy (currently no one)
- One, who shall be the Director of Counseling/Assessment at Sayre (position open)
- One, who shall be the Chair of the General Education Committee (J. Hayden)
- One, who shall be the Director of Assessment on the Weatherford campus (J. Noble)
- One, who shall be the chair of the committee, is faculty, and is appointed by the Associate Provost (C. Foust)
- One, who is Dean or higher administration (V. Prabhu)
- Two student representatives (currently B. Bensch and other unknown)

**2. Update on Accuplacer's WritePlacer**

Language Arts faculty on the Weatherford campus are evaluating WritePlacer this Spring 2004 semester for grading the English Comp. I CLEP essay. Each essay is being graded by WritePlacer and by three faculty for comparison and for establishing a WritePlacer cut score. Jan should email committee members at the end of the semester with the decision.

**3. Reading Remediation**

The Language Arts department is discussing the possibility of requiring Reading remediation as a prerequisite to English Comp. I. In the event of a proposal, it will be submitted to the dean and Gen. Ed. Committee.

**4. Freshmen Tracking Study**

The study was explained to new members. Data is being collected on Fall 2001, Fall 2002, and Fall 2003 freshmen.

**5. Advancer+ Software**

Advancer+ software was introduced to the committee. It is an online courseware of prescriptive assessment and instruction in preparation for the Accuplacer Online placement tests. It may be evaluated by faculty in the areas of math, English, and reading remediation.

**6. Other: GE Assessment data collection update.**

John Hayden reported.

The meeting adjourned at 4:00 p.m.