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**February 2008**

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**ASSESSMENT COMMITTEE MEETING**  
**February 7, 2008, 2:00 p.m., PCR**

**MINUTES (Unapproved)**

**Committee Members (√ indicates that member was present):**

√Steve O'Neal, Chair	√Sherron Manning
√Stephen Burgess	Sara Marquis
√Cindy Dougherty	John May
√Gerard East	√Jan Noble
Cindy Foust, Ex-Officio	√Barbara Patterson
√John Hayden	Donovan Fuller, Student
Robin Jones	Natalie Jordan, Student

1. A motion to approve the Minutes was made by John Hayden and seconded by Cindy Dougherty. The motion passed.
2. Fall 2007 CAAP Results were discussed. There is interest in data comparisons:
  - ACT scores
  - Majors
  - Other?
3. Fall 2008 CAAP ideas were discussed:
  - Revise incentive expense budget
  - Campus Majors, Clubs & Organizations can compete for highest representation
  - Participation fundraiser benefiting a charity
  - Advertise with testimonials from previous examinees & achievement award winners.
  - Distribute fliers with graduation checks.
  - Ask CAB to advertise on Facebook, etc.
  - Offer the CAAP evenings and/or on a Saturday (possibly 5:30 – 7:30 on Monday & Thursday evening).
  - Offer the CAAP mornings and afternoons (between 8 am & 5 pm on Tuesday, Wednesday, and Friday).
  - Please email Jan with other ideas ([jan.noble@swosu.edu](mailto:jan.noble@swosu.edu)).
4. Update on other avenues of Voluntary Accountability
  - NSSE will be active soon.
  - SOSO will be administered this semester.
5. A motion to adjourn was made by Steve O'Neal and seconded by Cindy Dougherty. The motion passed.