

# **Academic Assessment Committee**

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## **Advisory Committee**

### **Committee Reporting**

The Academic Assessment Committee reports to the Vice President of Academic Affairs.

### **Committee Purpose**

The committee ensures that the process of assessing learning outcomes for the general education program as well as career and technical programs adequately measures student learning, provides useful information for academic departments, and satisfies accreditation requirements.

### **Committee Responsibilities**

- Meet with the Dean for Planning, Research & Grants, the Vice President of Academic Affairs, or other appropriate college personnel, to evaluate and make recommendations about proposals for changes in policies, processes, and procedures which affect learning outcomes assessment.
- Review policies and procedures and make recommendations regarding learning outcomes assessment.
- Develop an assessment manual that includes training resources.
- Have regular communication with Faculty Senate and Department Chairs and Deans (at least once each fall and spring semester).

The committee meets as needed, at a minimum of once per semester.

### **Committee Membership**

- This committee shall be comprised of 12 total members.
- Members include one faculty member from each academic department:
  - Allied Health
  - Business Administration
  - Computer Information Systems
  - Fine Arts

- Literature, Foreign Language, & Speech
- Composition
- Mathematics
- Natural Sciences
- Nursing
- Social Sciences
- Technologies
- Dean of Planning, Research, & Grants (ex officio)
- At least one member of the Faculty Senate should be included in the membership of this committee.
- The committee shall elect a Chair and a Recording Secretary from existing members by majority votes.
- Meetings shall be called by the Chair. Any of the personnel identified above (see Committee Responsibilities) may request the Chair to call a meeting.
- Each member shall serve for two years. Terms will be staggered such that approximately one-half the members will rotate off the committee each year. Members may be reappointed.

(Revised October 10, 2019)