Members Present:
Harley Baker
Colleen Bennett
Trae Cotton
Therese Eyermann
Ernie Gonzalez
Leah Kirklin
Susan Kovari
Steve Lefevre
George Morten
Dennis Muraoka – Chair
Jeff Young

Others Present:
Tia Clarke

Approval of Minutes
The minutes for the 9/7/05 meeting were approved.

New Members
New member Leah Kirklin is welcomed.

Policies
The Policy on Coordination of Data Collection for Institutional Research Purposes and
the Policy on Clearinghouse for Institutional Research were introduced at the last
President’s Council meeting.

During the initial review of the Policy on Coordination of Data Collection for Institutional
Research Purposes by President’s Council members, a few concerns were raised
regarding possible ambiguity surrounding the name of the document, as well as a desire
to emphasize the fact that this document does not imply IRB approval. Dennis Muraoka
and Therese Eyermann will meet to review solutions posed by the Assessment Council
and revise the document for a second read at the next President’s Council meeting.

The Policy on Clearinghouse for Institutional Research as drafted met with a positive
response at President’s Council.
Vice-President’s Visits
A sub-committee of Dennis Muraoka, Therese Eyermann and Colleen Bennett met to discuss a plan for the Vice President’s visits. They made the following suggestions:

- VP’s should be told to expect a 30-minute discussion on the subject of assessment.
- Members of the Assessment Council will prepare open-ended questions to be asked of the VP’s.

Members agreed with this approach and added that it may be beneficial to ask VP’s who in their divisions they would recommend for possible follow-up conversations.

Dennis Muraoka will schedule the Vice-President’s for upcoming meetings.

Assessment Council Website
Sub-committee members Ernie Gonzalez, Trae Cotton and Leah Kirklin met recently for the first time. They hope to provide a more formal report at the next meeting, covering subjects such as website content and look & feel.

Assessment Activities Reports

Harley Baker (Academic Affairs):
- Program areas with assessment plans are beginning to drill down.
- There are plans to begin assessing general education.
- There is forward movement with directed self-placement analyses.
- All program plans for assessment are being reviewed.

Jeff Young (Finance & Administration)
- Strategic Plan is complete.

George Morten (Student Affairs)
- An outside professional review of Disabilities and Accommodations is planned for early in 2006.

Therese Eyermann (Office of the President)
- Strategic Plan is drafted and has been forwarded to Bill Cordeiro for review.