

**College of Micronesia – FSM
Minutes Reporting Form**

Meeting Group:	Assessment Team
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Date: 05 November 2018	Time: 13:00	Location: Presidents conference room, Palikir
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Members Present:				
Titles	Name	Present	Absent	Remarks
DAP, Chair	Maria Dison	X		
IC National Campus	Joseph Felix, Jr.	X		
IC Chuuk Campus	Mixon Jonas	X		Technical difficulty
IC CTEC	Taylor Elidok	X		Technical difficulty
IC Kosrae Campus	George Tilfas	X		Technical difficulty
IC Yap Campus (Acting)	Joy Guarin	X		Technical difficulty
Faculty member, NC	Dana Lee Ling	X		
Faculty member, NC	Peltin Olter-Pelep	X		
VPIEQA (Acting)	Shaun Suliol		X	
Registrar	Doman Doas	X		
DFAO	Faustino Yarofasig		X	

Additional Attendees:	None
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Agenda

1. Discussion of program and course assessment schedule AY 2018 - AY 2019.
2. Approval of 9/19/2018 minutes

Major Topics of Discussion:

1. Discussion of program and course assessment schedule AY 2018 - AY 2019. Discussion of when the program assessment summaries will be written. Tentatively slated to occur in June and July. Proposal is to set deadline as end of spring term. The complication is that the course learning outcomes that inform these annual summaries are not always available until the end of the spring term (spring graduation). Completion of the program assessment at the same time may not be possible. Committee settles on retaining June/July time frame for annual program assessment.

Discussion of general education program. A member noted he is working only on the multi-year program review due at the end of this fall term. He is not currently planning to work on the annual program assessment for 2018-2019 to be done summer 2019. He views that there are decisions to be made by the incoming VPIEQA in regards to the

assessment coordinator position in the spring of 2019 that will impact the systemwide general education assessment.

Discussion of lead person assignments for annual program assessment summary and multi-year program review.

2. Approval of 19 September minutes deferred due to lack of time.

Comments/Upcoming Meeting Date & Time/Etc.:
TBD

Handouts/Documents Referenced:

1. Program and course assessment schedule AY2018 & AY2019 [not available online]
2. AY 2018 Program assessment and program review proposed budget [not available online]

College Web Site Link:

Prepared by:	Dana Lee Ling	Date Distributed:	05 November 2018
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Approval of Minutes Process & Responses:

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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:

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Action by President:

Item #	Approved	Disapproved	Approved with conditions	Comments
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