

**Assessment Committee**

**Thursday: October 27, 2016**

**12:30 – 2:00 in C220**

**Present: Recorder:**

**Stefanie Bourque Joy Locher**

**Claudette Dupee**

**Dianne Fallon**

**Cathleen Ferrick**

**Lisa Murphy**

**Rita Perron**

**Annette Tanguay**

**Meeting Minutes**

1. Call to Order

 Stefanie Forster

2. Approval of agenda

 Dianne Fallon made a motion to approve, seconded by Claudette Dupee and passed.

3. Approval of September 2016 minutes

 Claudette Dupee make a motion approve, seconded by Rita Perron and passed.

4. New Business

 4.1 Begin assessment of 200-level online course papers.

The committee conducted a norming exercise by each committee member reading the same 2 online 200 level final project research papers, assessing each using the communication rubric, and comparing results.

Reading and assessing began for the 37 paper sampling. Two committee members will read and assess each paper.

There was discussion about whether “examples” should be in organization or content development. It will remain for now in organization.

At the next meeting, Stefanie will report how she analyzes the finding to report the results.

5. Old Business

 5.1 n/a

6. Announcements

7. Adjournment

 Rita made a motion to adjourn, seconded by Claudette and passed.