

Educational Policy Committee (EPC)

April 27, 2017

Present: Professors Kristina Blake, Susan Wansor (Chair), Katie Waugh; Student Representative Amelia Flint '17; and Provost Cindy Speaker

The meeting began at 4:33 p.m.

1. Minutes from 4/20/17 – approved as submitted
2. Discussions of revisions to be made to the Guidelines for Writing the Annual Assessment Report
  - a. the guidelines will be changed to a bulleted format
  - b. the format of the guidelines will be adjusted to focus on program goals in relation to student learning
  - c. the format will be adjusted to make it more clear that the report should address
    - i. the effectiveness of implemented changes
    - ii. other observations related to student learning
    - iii. a plan for what goals to focus on in the coming year
  - d. assessment data that the committee would like to see includes
    - i. grades supported by rubrics
    - ii. standardized subject test scores
    - iii. exit surveys or specific questions on course evaluations
3. The list of individuals for each major who are responsible for writing and submitting the Assessment Report and Assessments Plans will be sent to Susan Wansor

Meeting ended at 5:31 p.m.

Respectfully submitted,

Amelia Flint