|  |  |
| --- | --- |
| **Agenda/Minutes** | |
| Team Name | Classroom Assessment Subcommittee |
| Date | 01/24/2018 |
| Time | 4:00 – 5:00 |
| Location | GoToMeeting link |

**Attendance:**

|  |  |
| --- | --- |
| x | Ange Sullivan |
| x | Brenda Siebold |
| x | Kim Bradney |
| x | Dr. Andrea Jones |
| x | Matthew Connell |
|  | Guests: |

**Agenda Items**

* Introductions
* History of Classroom Assessment processes at Barton
* Name/Acronym
* Review Charter
* Future process for classroom assessment
* Brief discussion of training
* Determine next meeting date and time

**Decisions/Discussion**

* Name of Group: Classroom Assessment Committee (CLAS)
* Charter was reviewed and approved
* Discussion Items
  + History of classroom assessment activities was discussed.
  + Current process of data collection was detailed.
  + Role of group over this next year was explained.
* Next meeting date: Wednesday, February 21st at 4pm

**New Action Items**

* Set up folder on T-drive for committee members to house documents pertaining to classroom assessment
* Secure someone to speak at February meeting on Evaluation Kit to see if it would be useful for CAT data collection
* Collect all areas where classroom assessment is displayed/used and place in folder and email to members.

**Other Notes & Information**

**ENDS:**

**ESSENTIAL SKILLS “BARTON EXPERIENCE”**

**WORK PREPAREDNESS REGIONAL WORKFORCE NEEDS**

**ACADEMIC ADVANCEMENT SERVICE REGIONS**

**PERSONAL ENRICHMENT STRATEGIC PLANNING**

**CONTINGENCY PLANNING**

***Barton Core Priorities/Strategic Plan Goals***

***Drive Student Success***

1. Increase student retention and completion

2. Enhance the Quality of Teaching and Learning

***Cultivate Community Engagement***

3. Enhance Internal Communication

4. Enhance External Communication

***Emphasize Institutional***