

To: Dr. Greg Meeks

From: Jacques Singleton, 2011-2012 Advanced Programs Assessment Committee Chair

Date: May 24, 2012

During the 2011-12 academic years the Advanced Programs Assessment Committee was given three charges. Here are the charges with the resolutions (if any).

- 1) **Review and analyze unit assessment artifacts-** We examined the artifacts and we did not see any issues with the current artifacts used by our department to gather data. All artifacts seem to be appropriate for collecting the data needed for future reports.
- 2) **Review/ Revise the Philosophy Paper rubric and Research Project rubric-** We examined these two rubrics with the lead professors of the classes in which these two projects were being utilized. We found that while minor corrections were needed such as correcting grammar and font errors the instruments as a whole were appropriate.
- 3) **Review assessment procedures to ensure fairness, accuracy, consistency, and the avoidance of bias-** We reviewed these procedures and came to the opinion that these procedures met all the criteria outlined. Although the recommendation was that we look at this again next year in a more encompassing setting to get ideas from other faculty members.