

October 8, 2008

To: Members of the HOAP (Help for Outcomes Assessment) group

From: Ellen Wentland

Re: Minutes of the October 8 meeting of the HOAP Committee

Attendees: Judith Ciampi, Nancy Garcia, Ruth Young, Janice Rogers, Rick Lizotte, Joanna Fortna

At today's meeting, we discussed the work being done by the Core Academic Skills Committee. Many in the group weren't clear about what was transpiring and what skills were being discussed, and Joanna Fortna, who is a member of the committee, offered to clarify.

Joanna shared with the group some of the responses the committee had been getting, particularly as concerns how the skills were going to be assessed. Joanna explained that the task of making assessment decisions was going to the Assessment Committee, chaired by Beth Wilcoxson. Some ideas being proposed include using e-portfolios.

However, the main task of the Core Academic Skills Committee was not to focus on assessments, but to work on identifying and describing core skills believed to be critical for students to develop in the course of their educational experience at NECC. In the process of doing this work, much input has been solicited from faculty, administrators, and also from students. All feedback received was being considered in the development of the core skills. The committee will also continue to request feedback as revisions are made to the core skills document.

Following the adoption by the college of the core skills, the next step will be to have them reviewed by the Assessment Committee, to try to identify methods that can be used at the institutional level to assess these skills.

In light of the many questions attendees had concerning the core skills and their assessment, we decided to invite Beth Wilcoxson to the next HOAP meeting to talk about her committee's work