

## Program Assessment Coordinating Committee

Minutes:

March 25, 2015

12:00-1:00

Members Present: Dr. Amerman, Dr. Aydin, Dr. Gerber, Dr. Giovanetto, Dr. McDonald , Winifred McNeill MFA, Dr. McGriff, Ms. Ruth Ortiz, Dr. Swider

Guests present: Robert McBride, Deborah Woo

- Tk20 demonstrated and discussed
  - Bob and Sue will check how to add examples to the forms (pop up, link to pdf, etc.)
  - Members will have access via GothicNet by tomorrow. We will each try to enter last year's submissions for our departments and take note of issues or questions.
  - We will develop a reference document – quick guide/manual for NJCU.
- Departmental engagement in assessment discussed briefly. Will continue next meeting, with Associate Provost Woo.

Next meeting: April 15, 1pm