California Baptist University
Assessment Committee
Meeting Minutes, November 25, 2003


1. The meeting was opened with prayer.

2. Minutes from October 1, 2003 meeting were reviewed and approved by consensus.

3. Phil Martinez announced that the WASC draft team report has been received and that there are no major recommendations. He also noted that details may be among the agenda items in next month’s assessment meeting.

4. The adjustments made to the General Education Student Outcomes Assessment plans were reviewed.
   a. The adjustments to the Linkage with the University Mission/Philosophy were approved.
   b. Additional adjustments were made to the means of program assessment and criteria for success for the first two Intended Educational Student Outcomes (IESOs). Once applied, the resulting IESO pages will again be provided to committee members for review.
   c. The program review plan for General Education was reviewed and adjustments suggested. Once applied, the resulting plan will be provided to committee members for review.

5. The four articles regarding cross-cultural/multi-cultural/cultural awareness evaluation that were provided to the committee in advance of the meeting were discussed. It was suggested that the Beatty and Doyle article “Multicultural Curriculum Evaluation of a Professional Preparation Program” was the most applicable to CBU’s needs. Erica McLaughlin agreed to search for the instrument itself for review by the committee.

6. The topic of gathering data from CBU Alumni was discussed including the review of an old draft Alumni Survey. A subcommittee to review the process and the development of an alumni survey was formed consisting of Laura Cook (subcommittee chairperson), Anthony Lammons, and Phil Martinez.

7. Publication of the next Assessment Newsletter was discussed. It was agreed that the newsletters should consist of broad data reporting of information from Surveys, Program Reviews and Outcomes Assessment. An explanation of how evaluative instruments are developed is another possible topic, as well as highlighting the progress of specific school or departments.

8. All members were again asked to continue to review the assessment Web page.

9. The meeting adjourned at 9:56 a.m.