Members in Attendance: J. Parker, S. Orr, M. Moore, P. Martinez

1. The meeting began with an opening prayer

2. The first agenda item was to review the WASC Steering Committee minutes from the January 9, 2002 meeting. Items discussed included:
   a. The “continuous improvement” theme
   b. Documenting outcomes and the use of the Assessment Web Page
   c. Faculty level of satisfaction with new handbook. For this particular item, there was discussion about how we might obtain faculty opinions and comments about the new Faculty Handbook. It was agreed that it should be a two-pronged approach: Seek input from the Deans and Department Chairs from both narrative and anecdotal perspectives. It was agreed that administering a survey was not appropriate.

3. Members present reviewed the draft outline of the Assessment Web Page and the Portfolio Web Page. It was explained that the idea is to have these locations on the network where we provide the documentation for all of the building of CBU’s “culture of evidence.” Some adjustments to the provided structure were noted and will be made in the next draft.

4. It was explained that this same information will be provided to the Institutional Assessment Committee in the middle of March and that another Assessment of Educational Effectiveness committee will be planned for late March or early April

5. All attendees were encouraged to review the provided information as we prepare to actually begin the building of the web pages as well as the writing of the self-study.

6. The meeting was adjourned at 10:02 a.m.

Committee Members: J. Parker, G. Reeder, M. Moore, J. Cate, S. Orr, A. Lammons, P. Martinez

Note: Copies of agenda and provided materials will be attached to these minutes for members not in attendance at this meeting.